

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

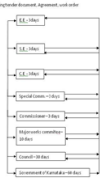
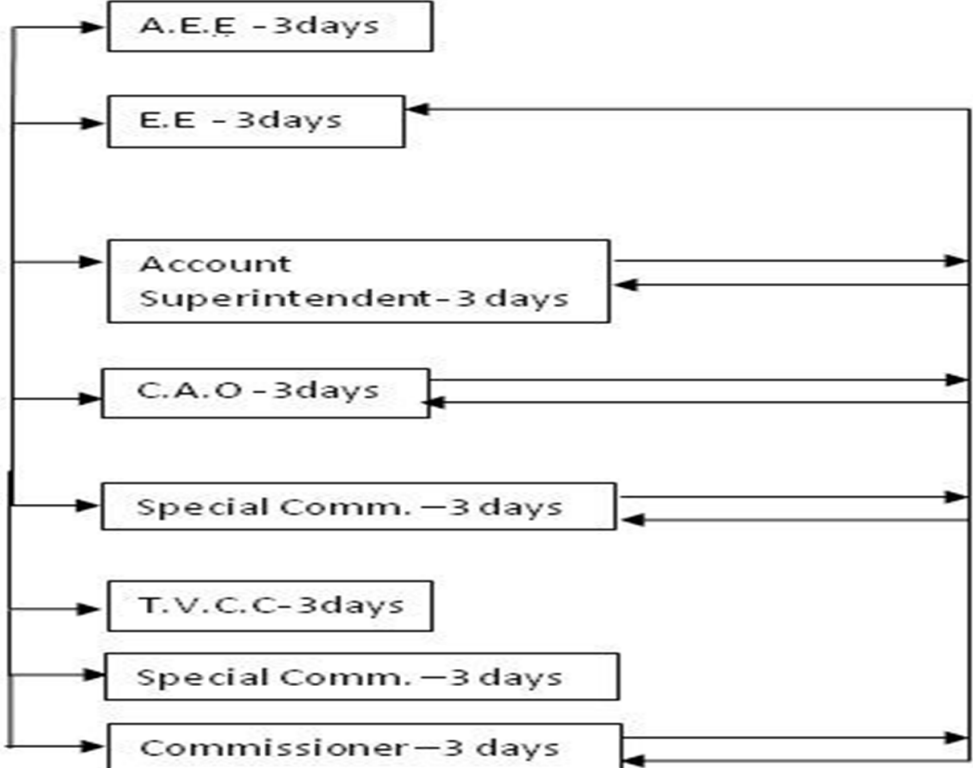
Sl. No.	Name of the Organisation	Address	Aims	Functions
1	Office of the Executive Engineer, ROB-RUB Division	Bruhat Bangalore Mahanagara Palike Offices, N.R.Square, Bangalore - 560002	To Construct ROB/RUB's across Railway lines passing within BBMP Limits in collabaration with South Western Railways	GAD approval by BBMP and SWR(South western Railways), Estimates approval from competant authority , Land Acquisition process, Utility shifting at the location site and Execution of approach road by BBMP in certain cases where Railways execute Railway boundry works. Execution both on Cost

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

Sl. No.	Designation of the Official/employ ee	Duties allotted	Powers
1	Viswanath. P Executive Engineer	ROB-RUB	Duties and financial responsibilites as per PWD Departmental Code, VOL -1 Rule 31 to 41
2	K.P. Neelakantiah Assistant Executive Engineer	Handling works under Sri.Viswanath. P, E.E	Duties and financial responsibilites as per PWD Departmental Code, VOL -1 Rule 42 to 47
3	K.Nagaraj, Assistant Engineer	Handling works under Sri. K.P. Neelakantiah, A.E.E and Divisional office work	-
4	Shivram, Assistant Engineer	Handling works under Sri. K.P. Neelakantiah, A.E.E and Divisional office work	-

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 , DPR and Sanctioning of Estimates, General Correspondance related to the work, preperation of progress report etc., and other works refered by chief engineer if any	Getting approval for the Prepared G.A.D Drawings and estimates for construction of ROB-RUB's within BBMP Limits.	<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] --> AEE3[A.E.E - 3 days] AEE3 --> EE3[E.E - 3 days] EE3 --> AE3_1[A.E - 3 days] EE3 --> ASuper[Account superintendent - 3 days] ASuper --> AE3_2[A.E - 3 days] SE3[S.E. - 3 days] --> DCE3[D.C.E - 3 days] CE3[C.E. - 3 days] --> DCE3 CE3 --> TA3[TA - 3 days] CE3 --> AE3_3[A.E - 3 days] DCE3 --> PPED3[P.P.E.D - 3 days] DCE3 --> TVCC3[T.V.C.C - 3 days] TA3 --> PPED3 TA3 --> TVCC3 AE3_3 --> PPED3 AE3_3 --> TVCC3 PPED3 --> SpecialComm3[Special Comm. - 3 days] TVCC3 --> SpecialComm3 PPED3 --> Commissioner3[Commissioner - 3 days] TVCC3 --> Commissioner3 SpecialComm3 --> MajorWorks10[Major works committee - 10 days] Commissioner3 --> MajorWorks10 MajorWorks10 --> Council30[Council - 30 days] </pre>	<ol style="list-style-type: none"> 1. Commissioner upto Rs. 50.00 Lakhs 2. Standing Committee (Major Works)council = 50.00 to 200.00 Lakhs 3. BBMP council = 200.00 to 500.00 Lakhs 4. Government = above 500.00 Lakhs

2	Appointment of Agency to Execute the work / Consultancy services	Preparing GAD,DPR,tender document, Agreement, work order		Government of karnataka
3	Payment of bills	Preparing bills and payment of bills	<p style="text-align: center;">Preparing bills and payment of bills</p> 	Commissioner

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	S.D.C. of the office
7	D- Preserved for five years	Inward register	S.D.C. of the office
8	D- Preserved for five years	Outward register	S.D.C. of the office

Section 4 (1) (b) (vii)-Arrangment for consultation with, or reperesentation by the members of the public in relation to the

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

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

Name of board, council,	Compositio n	Powers and functions	Whether its meeting are open to the public/
Not Applicable			

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

Sl. No	Name of the officers/emplo yees	Designation	Office address/ Contact number/e-mail ID		Monthly remuneration etc.
1	Viswanath. P	Executive Engineer	N.R.Square, BBMP, Bangalore 02	9480684268	
2	K.P. Neelakantiah	Assistant Executive Engineer	N.R.Square, BBMP, Bangalore 02	9480685813	
3	K.Nagaraj,	Assistant Engineer	N.R.Square, BBMP, Bangalore 02	9141801676	
4	Shivram,	Assistant Engineer	N.R.Square, BBMP, Bangalore 03	9448885885	

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 Infrastructure- ROB-RUB- Pcode			-	-

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 officer component to

Sl No	Name of the programme/activity	Nature/scale of subsidy	Eligibility criteria for grant subsidy	Designatio n 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	Disburseme nt Procedure
Not applicable				

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

Sl No	Name and the address of recipient 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 available,etc.)	Contents of title	Designation and address of the custodian of
1	Web Based Project Management system	www.bbmp.gov.in/index.php?option=com_content&view=article&id=143&Itemid=186	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, ROB-RUB, Division, BBMP	Viswanath. P, Executive Engineer	9480684268	EEPC5ROBRUB@gmail.com

b) Asst. Public Information officer

Sl No	Name of the office/ administrative unit	Name and Designation of APIO	Office tel.No Residence tel.No	E-mail
1	Assistant Executive Engineer Road Infrastructure, ROB-RUB, Division, BBMP	K.P. Neelakantiah	9480685813	-

c) Appellate authority

Sl No	Name of the office/ administrative unit	Name and Designation PIO	Office tel.No Residence tel.No	E-mail
1	Chief Engineer, Road Infrastructure, B.B.M.P, N.R.Square, Bangalore -02	S.Somashekar,	9480683173,	ssshekar05@yahoo.co.in-
2	Superintending Engineer, Road Infrastructure, B.B.M.P, N.R.Square, Bangalore -02	K.T.Nagaraj,	98455222224,	ktnagarajase@yahoo.com,

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

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**Executive Engineer
ROB/RUB Division**