

Road Infrastructure Yelahanka Division, Bengaluru-560002

“ Manual Containing Information to be Published By The Road Infrastructure Yelahanka Division under- Section 4(1)(b) Of the Right To information Act-2005” (For the year 2017)

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

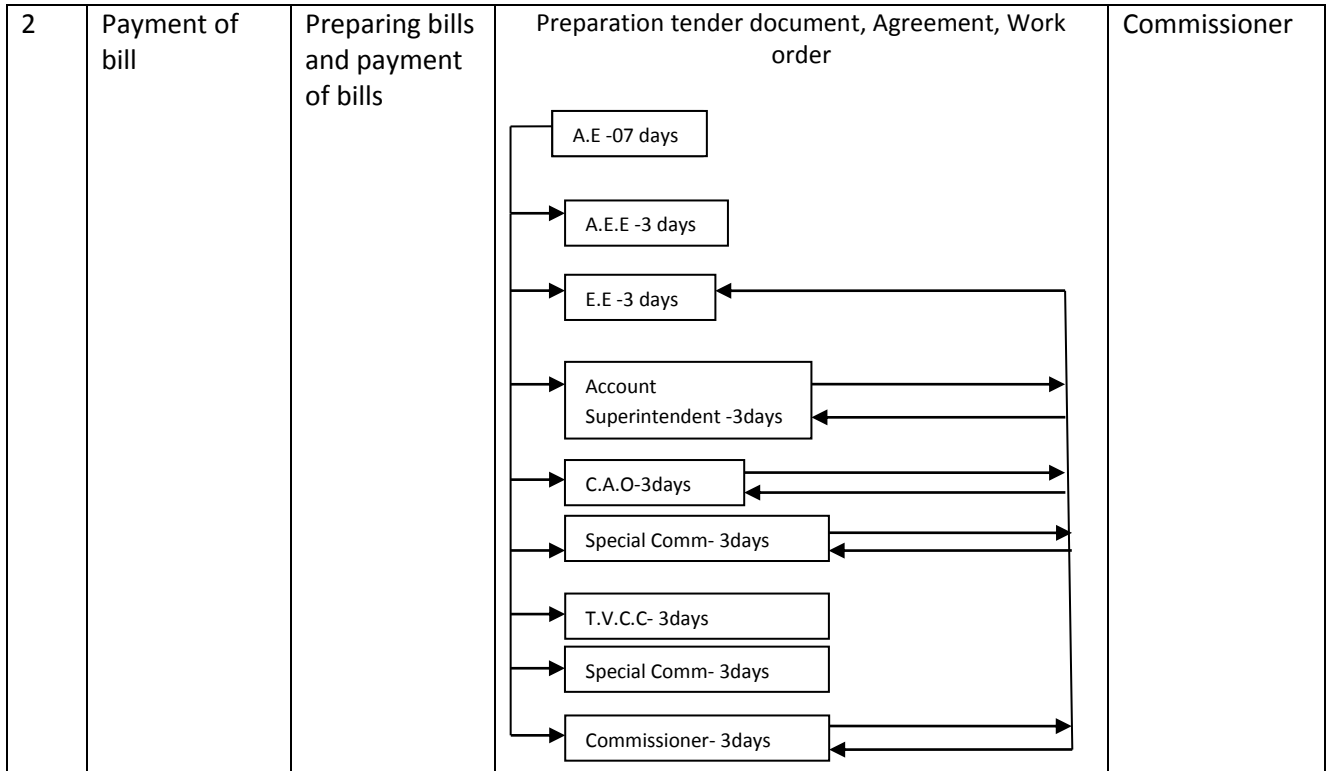
SI No	Name of the Organisation	Address	Aims	Functions
1	Office of the Executive Engineer-RI Yelahanka Division	Bruhat Bengaluru Mahanagara Palike N.R.Sqare, Bangalore-560002.	To build and maintain Quality roads, Flyover, ROB, RUB	Construction, Widening and Rehabilitation of roads, construction of Flyover, ROB, RUB.

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

SI No	Designation of the official/employee	Duties allocated	Powers
1	B.S Mukunda Executive Engineer	RI-Yelahanka Division is Yelahanka and Byatarayanapura Assembly Constituency	Duties and Financial responsibilities as per PWD Department code, Vol-1 Rule 31 to 41
2	Vivekananda B Assistant Executive Engineer	Construction, Widening and maintenance of Arterial and sub arterial and other major connecting roads of Yelahanka Assembly Constituency	Duties and Financial responsibilities as per PWD Department code, Vol-1 Rule 42 to 47
3	Ashok Hinda Assistant Executive Engineer	Construction and maintenance flyover of Yelahanka division	Duties and Financial responsibilities as per PWD Department code, Vol-1 Rule 42 to 47
4	Savitri Hakki Assistant Executive Engineer	Construction, Widening and maintenance of Arterial and sub arterial and other major connecting roads and Construction of flyover of Byatarayanapura Assembly Constituency	Duties and Financial responsibilities as per PWD Department code, Vol-1 Rule 42 to 47
5	Varun Kumar H Assistant Engineer	Handling works under Vivekananda AEE and Ashok AEE	
6	Venkateshaiah N.C Assistant Engineer	Handling works under Savitri Hakki AEE	
7	Sumana L.S Assistant Engineer	Handling works under Savitri Hakki AEE 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	Preparing estimates for new roads or rehabilitation and widening of roads	<p>Preparation of estimates for new roads or rehabilitation and widening of roads</p> <pre> graph TD A["A.E -15 days"] --> B["A.E.E -3 days"] B --> C["E.E -3 days"] C --> D["S.E -3 days"] C --> E["A.E -3 days"] C --> F["Account Superintendent- 3days"] E --> G["D.C.E -3 days"] E --> H["T.A -3 days"] E --> I["A.E -3 days"] D --> J["Special Comm -3days"] J --> K["P.P.E.D -3 days"] J --> L["T.V.C.C -3 days"] G --> M["Commissioner 3days"] H --> M I --> M K --> M L --> M M --> N["Major works committee 10days"] N --> O["Council-30days"] O --> P["Government of Karnataka-60days"] </pre>	<p>1. Commissioner upto Rs 1.00 Crore 2. Work Council = 1.00 to 3.00 crores 3. BBMP Council = 3.00 to 10.00 crores 4. Government= above 10.00 crores</p>
2	Appointment of Agency to Execute the work/ Consultancy services	Preparing tender document, Agreement, work order	<p>Preparation tender document, Agreement, Work order</p> <pre> graph TD A["E.E -3 days"] --> B["S.E -3 days"] B --> C["C.E 3 days"] C --> D["Special Comm -3days"] D --> E["Commissioner 3days"] E --> F["Major works committee 10days"] F --> G["Council-30days"] G --> H["Government of Karnataka-60days"] </pre>	Government of Karnataka



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

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

Section 4 (1) (b) (iv)-Rules, Regulations, Instruction, manuals and records held

SI No	List of Acts, Rules, regulations, instruction, manuals and records held/used	List of Act, rules, etc
1	PWD code 1 and PWD code 2	All applicable rules and acts
2	PWD Accountants 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 rules	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)-Rules, Regulations, Instruction, manuals and records held

SI 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	Executive Engineer/A.E.E
3	A-Preserved indefinitely	Agreement register	Assistant Engineer
4	A-Preserved indefinitely	Work order register	Assistant Engineer
5	A-Preserved indefinitely	BR register	A.O/A.S
6	E-Preserved for one year	Attendance register	S.D.A
7	D-Preserved for Five year	Inward register	S.D.A
8	D-Preserved for Five year	Outward register	S.D.A

Section 4 (1) (b) (vii)-Arrangement for consultation with, or representation by the public in relation to the

SI No	Function/Service	Arrangements for consultation with or	Arrangements for consultation with of representation of public in relation with policy implementation
Not Applicable			

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

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

Section 4 (1) (b) (ix)- & section 4 (b) (x)-Directory of offices/employee and their monthly remuneration

SI No	Name of the officers/employees	Designation	Office address/Contact number/e-mail ID		Monthly remuneration etc
1	Mukunda B.S	Executive Engineer	N.R Square, BBMP, Bangalore-02	9480685815	Rs 92606.00
2	Vivekananda B	Assistant Executive Engineer	N.R Square, BBMP, Bangalore-02	9480683403	Rs 94714.00
3	Ashok Hinda	Assistant Executive Engineer	N.R Square, BBMP, Bangalore-02	9035009919	Rs 76108.00
4	Savitri Hakki	Assistant Executive Engineer	N.R Square, BBMP, Bangalore-02	9483544277	Rs 56480.00
5	Varun Kumar H	Assistant Engineer	N.R Square, BBMP, Bangalore-02	9986068233	Rs 48419.00
6	Venkateshaiah N.C	Assistant Engineer	N.R Square, BBMP, Bangalore-02	9008150511	Rs 72553.00
7	Sumana L.S	Assistant Engineer	N.R Square, BBMP, Bangalore-02	9986866947	Rs 49645.00

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 works 2016-17	Rs 15306.00 Lakhs	Rs 15306.00 Lakhs		Rs 4138.18 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 officer component to

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	Nature/scale of subsidy	Application procedure	Sanction procedure	Disbursement procedure
Not Applicable					

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

Sl No	Name of 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 date	Description (site address/location where)	Contents of title	Designation and address of the custodian of information (held)
1	Integrated financial Management system	172.31.0.33:8092/vsswb	Integrated financial Management system (IFMS) is a professional tool to manage projects on line from progress to completion	Concerned officers handling the works

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

SI 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 information gathered from respective Division

Section 4 (1) (b) (xvi)--Names, Designation and other particulars of public information officers

a) Public Information officer (PIO)

SI No	Name of the office/administrative unit	Name and Designation of PIO	Office tel No. residence tel No	E-Mail
1	Executive Engineer RI-Yelahanka Division, BBMP	Mukunda B.S	9480685815	bbmpeeriynk@mail.com

b) Asst. Public Information officer

SI No	Name of the office/administrative unit	Name and Designation of APIO	Office tel No. residence tel No	E-Mail
1	Assistant Executive Engineer RI-Yelahanka Division, BBMP	Vivekananda B	9480683403	-
2	Assistant Executive Engineer RI-Yelahanka Division, BBMP	Savitri Hakki	9035009919	
3	Assistant Executive Engineer RI-Yelahanka Division, BBMP	Ashok Hinda	9483544277	

c) Appellate authority

SI No	Name of the office/administrative unit	Name and Designation of PIO	Office tel No. residence tel No	E-Mail
1	Chief Engineer Road infrastructure , BBMP, N.R.Square Bangalore-02	Somashekar.S	9480684990	ceroadinfrastructure@gmail.com

Section 4 (1) (b) (xvii)- Any other useful information Frequently asked by the Public

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Executive Engineer
RI Yelahanka Division

