

# Bruhat Bengaluru Mahanagara Palike

## Office of the Executive Engineer

Project central Division-1, Annexe Building-1, N. R. Square, Bangalore-560002.

### 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 obtaining administrative approval for infrastructure works.	Preparing estimates for Grade Separators infrastructure works		<ol style="list-style-type: none"> <li>1. Commissioner upto Rs. 0.50 crores</li> <li>2. Standing Committee = 0.50 to 2.00 crores</li> <li>3. BBMP council = 2.00 to 5.00 crores</li> <li>4. Government = above 5.00 crores</li> </ol>
2	Appointment of Agency to Execute the work / Consultancy services	Preparing tender document, invitation for tender and obtaining approval to tender		<ol style="list-style-type: none"> <li>1. Commissioner upto Rs.60.00 lakhs.</li> <li>2. SC (MW) from Rs.60.00 lakhs to Rs.250.00 lakhs.</li> <li>3. Council from Rs.250 lakh to Rs.500 lakh.</li> <li>4. Government of Karnataka as an Rs.500.00 lakhs.</li> </ol>

3	Payment of bills	Preparing bills and payment of bills	AE 15 days	Commissioner
			↓	
			AEE 3 days	
			↓	
			EE 2 days	
			↓	
			Account Superintendent 7 days	
			↓	
			CAO 3 days	
			↓	
			Spl Comm 3 days	
			↓	
TVCC 3 days				
↓				
Spl Comm 3 days				
↓				
Commissioner 3 days				
↓				
CAO 3 days				

**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.)
1	Providing infrastructure projects in BBMP limits	As described in Section 4(1)(b)(v)	Project specific	KTPP bid documents and RFP
<b>Not applicable - (This format may be treated as Citizen's Charter)</b>				

**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	KMC Act	All applicable rules and acts
8	KTPP act	All applicable rules and acts
9	Karnataka Country & Town Planning Act	All applicable rules and acts
10	RTI 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	A-Preserved indefinitely	Agreement register	Executive Engineer/A.E.E
2	A-Preserved indefinitely	Workorder register	Executive Engineer/A.E.E
3	A-Preserved indefinitely	B.R.Register	A.O/A.S
4	D- Preserved for five years	Inward register	F.D.A/S.D.A
5	D- Preserved for five years	Outward register	F.D.A/S.D.A
6	E-Preserved for one year	Attendance register	F.D.A/S.D.A
7	E-Preserved for one year	Progress report	Executive Engineer/ A.E.E
8	E-Preserved for one year	PWD Scheduled rates 14-15	Executive Engineer/A.E.E

**Section 4 (1) (b) (vii)-Arrangment for consultation with, or reperesentation by the members of the public in relation to the formulation of policy or implementation thereof.**

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
<b>Not Applicable</b>			

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

Name of board, council, committee, etc	Composition	Powers and functions	Whether its meeting are open to the public/ whether minutes of meeting accessible for public
<b>Not Applicable</b>			

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

Sl. No	Name of the officers/employees	Designation	Office address/ Contact number/e-mail ID		Monthly remuneration etc.
1	Umashankar C S	Executive Engineer	N.R.Square, BBMP, Bangalore 02	9480684418	Basic Pay Rs. 40050 + Allowance
2	Purushotham S L	Assistant Executive Engineer	N.R.Square, BBMP, Bangalore 02	9480683589	Basic Pay Rs. 50100+ Allowance
5	Umesha v	Assistant Engineer	N.R.Square, BBMP, Bangalore 02	9964571128	Basic Pay Rs. 26000+Allowance

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

Sl No	Agency/ Budget head	Plan/Program me/ 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	BBMP Grants	Flyover at Kittur Rani Chennamma Circle	-	Work under progress	-

2	GoK Grants	20m corridor at Madiwala Tank	-	work order to be issued		
3	BBMP Grants	Animal Incinerator at summanahally	-	work nearing completion		
4	GoK Grants	Improvements to corridor at west of chord road		Tender in process		

**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 grant subsidy under various programmes/schemes**

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

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

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

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

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

**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 information (held by whom)
1	Web Based Project Management system	<a href="http://bbmp.gov.in/">http://bbmp.gov.in/</a>	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	1. RTI CELL, Bruhat Bangalore Mahangara Palike, Head office, N.R.Square, Bangalore - 02 2. O/o the Executive Engineer, Project Central-1 division, Annexe building-1, BBMP Head office, N.R,Square, Bangalore -02	Application received in the RTI cell are answered based on informations available in this 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, Project Central-1, Bruhut Bengaluru Mahanagara Palike	Umashankar C S Executive Engineer	9480684418	<a href="mailto:bbmpeepc1@gmail.com">bbmpeepc1@gmail.com</a>

**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	O/o The Executive Engineer, Project Central-1 Division	Purushotham S L	9480673589	<a href="mailto:bbmpeepc1@gmail.com">bbmpeepc1@gmail.com</a>

**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>
1	Superintending Engineer, Project Central-1, Bruhut Bengaluru Mahanagara Palike, N.R.Square, Bangalore -02	N Ramesh, Superintending Engineer	9480683245	

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

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**Executive Engineer  
Project Central Division-1**