

**Bruhat Bengaluru Mahanagara Palike**  
**Office of the Executive Engineer**

**Project Central -2, Ground Floor, Annexe Building-2, 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 infra 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
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	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.	Category of the document	Title of the document	Custodian of the documents
1	A-Preserved indefinitely	Agreement register	Executive Engineer/A.E
2	A-Preserved indefinitely	Workorder register	Executive Engineer/A.E
3	A-Preserved indefinitely	B.R.Register	A.O/A.S
4	D- Preserved for five years	Inward register	F.D.A
5	D- Preserved for five years	Outward register	F.D.A
6	E-Preserved for one year	Attendance register	F.D.A
7	E-Preserved for one year	Progress report	Executive Engineer/A.E
8	E-Preserved for one year	PWD Scheduled rates 14-15	Executive Engineer/A.E

**Section 4 (1) (b) (vii)-Arrangement for consultation with, or representation 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	M.Lokesh	Executive Engineer	N.R.Square, BBMP, Bangalore 02	9480683176	Additional Charge
2	Fatha Mohamed CMA	Assistant Executive Engineer	N.R.Square, BBMP, Bangalore 02	9900214818	Basic Pay Rs. 30400 + Allowance OOD From CE(Projects)
3	Nadeem Ahmed	Assistant Executive Engineer	N.R.Square, BBMP, Bangalore 02	9480375820	Basic Pay Rs. 30400 + Allowance
4	Manjunath K	Assistant Engineer	N.R.Square, BBMP, Bangalore 02	9845362853	Basic Pay Rs. 34500 + Allowance OOD From CE(Projects)
5	Nagarajappa G	Work Inspector	N.R.Square, BBMP, Bangalore 02	-	Basic Pay Rs. 12000 + Allowance OOD From EE (Projects Central -1)
6	Ramali	Peon	N.R.Square, BBMP, Bangalore 02	-	Basic Pay Rs. 13900 + Allowance

**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 Rupees in Lakhs	Expected outcomes	Report of disbursements made or where such details are available (website, report, notice board)
1	P2050 Road related fly overs / Grade seperaters and Corridors	Construction of 8 lane corridor with loops underpass & road under Bridge between Oklipuram Junction & fountain circle Bangalore	6000.00	Work under progress	
2	P2050	Construction of running room for south western Railway at Railway premises in central railway station Bangalore	220.00	Work under progress	

**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
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 the public authority

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 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 -2, division, Ground floor, Annexe building-2, 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 -2, division, Bruhut Bengaluru Mahanagara Palike	M.Lokesh Executive Engineer	9480683176	<a href="mailto:projectsbbmp@gmail.com">projectsbbmp@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 -2, division, BBMP	Fatha Mohamed CMA AEE-1	9900214818	<a href="mailto:projectsbbmp@gmail.com">projectsbbmp@gmail.com</a>
2	O/o The Executive Engineer, Project Central -2, division, BBMP	Nadeem Ahmed AEE-2	9480375820	<a href="mailto:projectsbbmp@gmail.com">projectsbbmp@gmail.com</a>

c) Appellate authority

Sl No	Name of the office/ administrative unit	Name and Designation of PIO	Office tel.No / Residence tel.No	e-mail
1	Superintending Engineer, Projects, 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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*M. Srinivas*  
14/7/15  
Executive Engineer  
Project Central -2, BBMP.  
*ND*