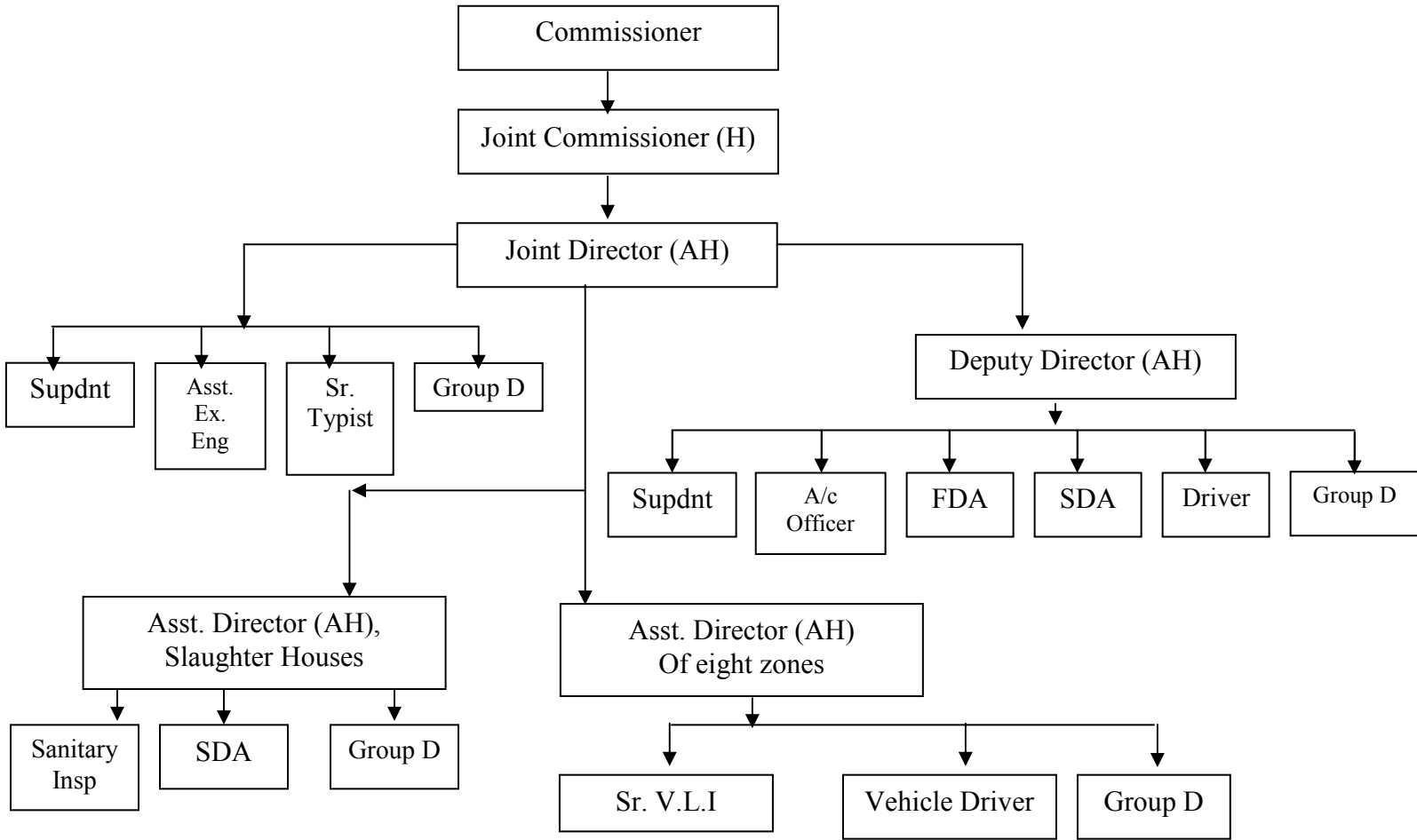


INFORMATION ON 4(1)(b) OF ANIMAL HUSBANDRY DIVISION, BBMP

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

ORGANISATIONAL STRUCTURE



AIMS AND FUNCTIONS

Sl. No	Name of the organisation	Address	Aims	Functions
1	Animal Husbandry, BBMP	1) Joint Director (AH), BBMP Head Office, BBMP. 2) Deputy Director (AH), JC Rd, B-2 3) Asst. Director (AH), Civil slaughter House, Frazer town 4) Asst. Director (AH), City slaughter House, Usman Khan rd, 5) Asst. Directors (AH) of eight zones. (East, West, South, R.R.Ngr, Bommanahalli, Mahadevapura, Yelahanka, Dasarahalli)	1) Control of street dogs population. 2) Control of spread of Rabies disease among stray dogs. 3) Control of Stray Cattle & Pig menace. 4) Providing quality meat for human consumption.	1) Monitoring the ABC-ARV programme executed by the AWOs 2) Monitoring ARV drive. 3) Attending to the street dog bite & street dog menace complaint. 4) Issue of pet dog license. 5) Ante-mortem inspection of animals brought for slaughter to the slaughter houses of BBMP & post mortem inspection of carcasses for quality control. 6) Issue of license for meat stalls, chicken, pork, fish stalls. 7) Inspection of meat stalls, chicken stalls, pork, fish stalls for quality checking of meat that is sold in the shop and preventing unauthorized slaughtering of animals. 8) Control of stray pigs and cattle

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

Sl. No	Designation of the official/employees	Duties allotted	Powers
1	Joint Director (AH)	1) Head of the Animal Husbandry division & Administration of Animal Husbandry division co-ordination with the other dept. 2) Attending to the council & standing committee meetings. 3) Over all Supervision of Animal Husbandry activities of BBMP.	1) Calling for tender after taking approval from appropriate authority 2) Issue of work order 3) Counter signing of bills pertaining to Animal Husbandry Department. 4) Appellate Authority for RTI of Animal Husbandry Division
2	Deputy Director (AH)	1) Assisting the JD(AH) in Administration. 2) Supervision of Animal Husbandry activities 3) Act as drawing officer Animal Husbandry section. 4) Consolidation of progress reports. 5) Collection of Slaughter house revenue and remittance. 6) Execute the work as per the directions of the higher officers.	1) Dispersal of Salary of the staff. 2) Drawing and dispersing authority of Animal Husbandry section of BBMP. 3) Information Officer of Animal Husbandry Division for RTI
3	Accounts Officer	1) Maintenance of Accounts. 2) Preparation of DC bills. 3) Assisting the Deputy Director in revenue collection of slaughter houses	NIL
4	Asst. Ex. Engineer (AH)	1) Maintenance of BBMP slaughter houses, 2) Preparation of estimate and execution of works pertaining to slaughter house buildings and slaughter house premises, ETP plant etc.,	1) Power to execute the works upto Rs. 25000/- each time with regard to maintenance of slaughter houses.

5	Asst. Directors of 8 zones	1) Supervision of ABC-ARV programme executed by NGOs. 2) Supervision of ARV drive of street dogs. 3) Control of Stray cattle & pig menace in zones. 4) Licensing & renewal of license of meat / chicken / pork / fish stalls and pet dogs.	1) Drawing & Dispersing authority at the zonal level. 2) Licensing authority for meat / fish / chicken / pork stalls and for pet dogs 3) Enforcing authority for prevention of unauthorized slaughter of animals.
6	Asst. Directors of Slaughter houses	1) Ante-mortem and Post Mortem inspection of Animals brought for slaughter 2) Maintenance of slaughter house.	1) Prevention of Cow Slaughter. 2) Rejection of Animals not fit for slaughter and rejection of carcass not fit for human consumption
7	Sr. Veterinary Inspector	1) Assisting the Asst. Director at zonal level for implementation of ABC-ARV programme, meat stall inspection, for issue of license of meat stall / chicken / pork / fish stalls and pet dogs.	NIL
5	Sanitary Inspectors	1) Maintenance of cleanliness in slaughter house, 2) Maintenance of water and drainage facilities. 3) Any other work assigned by the higher officers.	NIL
9	Superintendent	1) Looking after the establishment matters, Staff salary and any other work assigned by the higher officer.	NIL
10	Second Division Assistant	1) Inward & outward recording of files of the office, putting up of files, movement of office files, and any other work assigned by the higher officers.	NIL

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

Activity	Description	Decision-making process / time limit for taking decision/ Channels of supervision and accountability	Designation of final decision authority
ABC-ARV programme tender	1) Calling the tender through e-procurement for fixing the Agency for ABC-ARV programme 2) Payment for AWOs for ABC-ARV Programme.	1) File submitted by Deputy Director (AH) through Joint Director (AH), Joint Com (H) to Commissioner. Proposal presented before Public Health Committee and council meeting for approval 2) File for sanction submitted by Asst. Director (AH) to zonal Joint/Additional Commissioners. After approval DC bill prepared and submitted to Joint Director (AH) for counter signature and counter signed bills submitted for payment to CAO.	1) Commissioner after the approval of subcommittee and council meeting. 2) Commissioner and Joint Director (AH), CAO.

Slaughter house kist amount	<p>1) Calling the tender through e-procurement for fixing the contractor for right of collection of Entrance & slaughter fee.</p> <p>2) Collection of monthly kisth and other revenues</p>	<p>1) File submitted by Deputy Director (AH) through Joint Director (AH), DC(H), Addl. Com (H) to Commissioner. Proposal presented before subcommittee and council meeting for approval</p> <p>2) Revenue collection by the Deputy Director (AH) and Remittance to bank</p>	<p>1) Commissioner after the approval of subcommittee and council meeting.</p> <p>2) Joint Director (AH)</p>
Security and other services for slaughter houses	<p>1) Calling the tender through e-procurement for outsourcing security and other services for slaughter houses</p> <p>2) Payment for the Security Services and other services</p>	<p>1) File submitted by Deputy Director (AH) through Joint Director (AH), DC(H), Addl. Com (H) to Commissioner. Proposal presented before subcommittee and council meeting for approval</p> <p>2) After obtaining the work satisfactory certificate from the concerned AD (AH), bill prepared by the DD(AH), Counter signed by JD(AH), bill submitted to CAO for payment</p>	<p>1) Commissioner after the approval of sub committee and Council meeting.</p> <p>2) Commissioner.</p>
Issue of pet dog license, and license for meat stall / mutton / fish/ chicken/ pork stalls	<p>1) Issue and renewal of trade license to meat / chicken / fish / pork stalls and pet dogs</p>	<p>Proposal submitted by Health inspector / Sr. veterinary inspector for issue and renewal of trade license for meat / chicken / fish / pork stalls and license for pet dogs to zonal Asst. Director (AH) along with the prescribed fee for issue of license</p>	<p>Asst. Director of the zone on behalf of Commissioner</p>

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(Citizens' Charter, service charter' etc.,)
1	ABC-ARV programme	ABC Dog rules 2001 and PCA Act 1960	About 7 days	Citizens' Service Charter
2	Stray Cattle and Pig management	KMC Act 1976, PCA Act 1961	About 7 days	Citizens' Service Charter
3	Issue of trade license to Meat, poultry, beef, pork & fish stalls	KMC Act 1976	About 7 days	Building Owners concerned consent, neighbor's consent
4	Issue of pet dog license	KMC Act 1976	3-5 days	Anti Rabies Vaccination record ,

Section 4(1)(b)(v)- Rules, regulations, instructions, manual and records held /used

Sl.No	List of Acts, rules, regulations, instructions, manual	Gist of Act, rules, etc.,
1	KMC Act 1976 (Section. 344, 345, 346, 347, 364, 365, 366, 367, 375, 376, 378, 381, 382, 383, 384, 385, 386, 387)	Keeping of Animals & Birds, destruction of Stray pigs license for keeping animals, Slaughter houses, License for slaughter houses, Slaughter of animals of Animals for sale or food. Sale of animal meat without license, Cleanliness, slaughtering hours, Inspection of shops where meat, poultry, fish, pork, beef etc. are sold
2	PCA Act 1960	Prevention of Cruelty to Animals.
3	ABC dog rules 2001	Regarding the stray dog population control by Animal Birth Control Programme and euthanasiation of terminally ill seriously injured stray dog in humane manner.
4	Karnataka Prevention of Cow slaughter and Cattle preservation Act 1964	Prevention of slaughter of cows, calves and buffalo calves
5	KTPP Act 1999 & rules 2000	Transparency in public procurement with regard to purchase of articles / materials or services obtained

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

Sl.No	Category of the document	Title of the document	Custodian of the document
1	A	Cash book, DC bill book, stock book, document pertaining to trade license, document pertaining to pet license,	Concerned drawing and dispersing officers and implementing officers
	B	Tender files, work order files, Trip sheets with progress reports, log books, ABC-ARV progress registers.	Concerned drawing and dispersing officers

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	Arrangements for consultation with or representation of public in relation with policy formulation	Arrangements for consultation with or representation of public in relation with policy implementation
1	ABC-ARV pprogramme	Policy formulated by the Government	1) ABC monitoring Committee 2) Resident Welfare Association
2	Stray cattle and pig management	-	1) Resident Welfare Association
3	Issue of trade license to Meat, poultry, beef, pork & fish stalls	-	-
4	Issue of pet dog license	-	-

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

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

Section 4(1)(b)(ix)- & section 4(1)(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	Dr.S.A. Parviz Ahmed Piran	Joint Director (AH)	BBMP Head Office / 9480683010 / jdhus@bbmp.gov.in	49101
2	Dr. N.S.Parameshwar	Deputy Director (AH)	JC Rd, BBMP Complex, 2nd floor, BBMP / 9480683608 080-22975566	47879
3	Dr. M. Nageshappa	Asst. Director (AH)	East zone / 9480683431	36156
4	Dr. P.Channappa	Asst. Director (AH)	Mahadevpura zone / 9480683545	48591
5	Dr. K.P.Ramesh	Asst. Director (AH)	East Zone / 9480684204	41554
6	Dr. G. Basavaraju	Asst. Director (AH)	West zone / 9480683670	37899
7	Dr. B.H.Ramesh	Asst. Director (AH)	South zone / 9480683922	42441
8	Dr. V.Ramesh	Asst. Director (AH)	Yelahanka zone / 9480683606	44616
9	Dr. G.T.Ramakrishna	Asst. Director (AH)	Mahadevapura zone / 9480685364	52674
10	Dr. B.R.Chandrashekhar	Asst. Director (AH)	R.R.Nga zone / 9480684452	41428
11	Dr. S.Suresh	Asst. Director (AH)	Dasarahalli zone 9480684487	29910
12	Dr. D. Krishnegowda	Asst. Director (AH)	Bommanahalli zone / 9480683469	41428
13	Sri. Mayanna Gowda	Sr. VLI	South zone / 9480684539	21013
14	Sri. T.Karigowda	Sr. VLI	South zone / 9480684250	18625
15	Sri. Suresh	Sr. VLI	South zone / 9480685329	19454
16	Sri. Md. Arriffulla	Sr. VLI	West zone 9480683830	20270
17	Sri. C.Krishnamurthy	Sr. VLI	West zone / 9480685309	19329
18	Sri. M.S.Srinivas	Sr. VLI	East zone / 9480685328	17129
19	Sri. K.R.Mrithunjaya	Sr. VLI	East zone / 9480685327	27475
20	Sri. N.G.Nagaraj	Sr. VLI	East Zone / 9480686504	27675
21	Sri. P.Doddaiah	Sr. VLI	Dasarahalli zone / 9480684330	15550
22	Sri.V.Krishnamurthy	Sr. VLI	Dasarahalli zone / 9845162937	16088
23	Smt. Padmaja N. Nayak	Sr. VLI	R.R.Ngr zone / 9480685330	14450
24	Sri. P.V.Nityananda	Sr. VLI	Yelahanka zone / 9480684503	16904
25	Sri. Nagaraj	Sr. VLI	Bommanahalli / 9964628433	20843
26	Smt. T.Suvarnakumari	Account Officer	Deputy Director (AH) office / 080-22975566	35844
27	Sri. P.Venugopal	Asst. Ex. Engineer (AH)	Joint Director (AH) Office / 9480685806	31566
28	Sri. L.Lingegowda	Suptd	Joint Director (AH) office	27850
29	Sri. T.C.Krishnamurthy	Suptd	Deputy Director (AH) Office / 080-22975566	19431
30	Sri. H. Ravindra	S.DA	Deputy Director (AH) Office / 080-22975566	14850
31	Sri. K. Shankra	S.D.A	Civil slaughter house	14850

32	Sri. Dilip	S.D.A	Joint Director (AH) Office	11075
33	Sri. B.G.Kumaraswamy	Sanitary Inspector	City Slaughter house	17569
34	Sri. H.K.Ramalingaiah	Sanitary Inspector	Civil Slaughter house	17569
35	Sri.C.S. Deenanath Rowth	Senior. Typist	Joint Director (AH) Office	22834
36	Sri. M. Ramu	Driver	West zone	17169
37	Sri. Krishnappa	Driver	Bommanahalli	18362
38	Sri. Mhd. Shabbir Ahmed	Driver	Deputy Conservator Officer, South zone	18437
39	Smt. Munivenkatamma	D Group	City Slaughter house	10238
40	Smt. Shamshad Bee	D Group	Civil slaughter house	13319
41	Sri. N. Nagaraj	D Group	Deputy Director (AH) office / 080-22975566	14738
42	Sri. M. Nagaraja	D Group	BBMP Cattle Pound / 080-22975566	10963
43	Sri. Venkatesha	D Group	Civil slaughter house	14270
44	Sri. G. Girish	D Group	Deputy Director (AH) Office / 080-22975566	10419
45	Sri. N.Ramesh	D Group	Deputy Director (AH) Office / 080-22975566	10419

Section 4(1)(b)(xi)- Budget allocation to each Agency including plans, etc.

Agency	Plan/ programme/ scheme/ project/ activity/ purpose for which budget is allotted <u>2010-11</u>	Proposed expenditure as on last year Rs. In lakhs	Expected outcomes	Report of disbursements made or where such details are available (website, reports, notice board)
-	ABC-ARV Programme	500	90000 ABCs	Reports
-	Cattle Catching Vehicle	20	2	Reports
-	Maintenance of Abattoir	80	3	Reports

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 competent to grant subsidy under various programmes/ schemes.

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

b. Describe the manner of execution of the subsidy programme

Sl. No	Name of programme/ activity	Application procedure	Sanction procedure	Disbursement procedure
Not Applicable				

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

Sl. No	Name and address of recipient institutions	Nature/ quantum of benefit granted	Date of grant	Name & 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 or title	Designation and address of the custodian of information (held by whom)
	BBMP Website	BBMP Website	Animal Husbandry	Information Technology Advisor

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

Facility	Description (location of facility/ name, etc)	Details of information available
RTI	Office of the zonal Asst. Directors, Deputy Director (AH), Joint Director (AH)	Concerned to Animal Husbandry Division
Verification of record		

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

a. Public information officer (PIO)

Sl. No	Name of the office/ administrative unit	Name & designation of PIO	Office tel. No. Residence tel. no. Fax	E-mail
1	Office of the Deputy Director (AH), BBMP Commercial Complex, JC Rd, Banglaore-2.	Dr. N.S.Parameshwara, Deputy Director (AH)	080-22975566 / 9480683608	---

b. Asst. Public Information Officer

Sl. No	Name of the office / administrative unit	Name & designation of APIO	Office Tel. No. Residence Tel. No. Fax	E-mail
1	Office of the Asst. Director (AH), East zone	Dr. K.P.Ramesh Asst. Director (AH),	9480684204	-
2	Office of the Asst. Director (AH), East zone	Dr. M. Nageshappa Asst. Director (AH),	9480683431	-
3	Office of the Asst. Director (AH), West zone	Dr. G. Basavaraju Asst. Director (AH),	9480683670	-
4	Office of the Asst. Director (AH), South zone	Dr. B.H.Ramesh Asst. Director (AH),	9480683922	-
5	Office of the Asst. Director (AH), Mahadevapura zone	Dr. Channappa Ass.t Director (AH)	9480683545	-
6	Office of the Asst. Director (AH), Yelahanka zone	Dr. V.Ramesh Asst. Director (AH),	9480683606	-
7	Office of the Asst. Director (AH), Mahadevapura zone	Dr. G.T.Ramakrishna Asst. Director (AH),	9480685364	-
8	Office of the Asst. Director (AH), R.R.Ngr zone	Dr. B.R.Chandrashekhar Asst. Director (AH),	9480684452	-
9	Office of the Asst. Director (AH), Dasarahalli zone	Dr. S.Suresh Asst. Director (AH),	9480684487	-
10	Office of the Asst. Director (AH), Bommanahalli zone	Dr. D. Krishnegowda Asst. Director (AH),	9480683469	-

c. Appellate Authority

Sl. No	Name of the office/ administrative unit	Name & designation of Appellate Authority	Office Tel. No. Residence Tel. no. Fax	E-mail
1	Animal Husbandry Wing of BBMP, Bangalore	Dr.Parviz Ahmed Piran. S.A. Joint Director (AH)	9480683010	drpiran@gmail.com

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

Public usually complain of stray dog menace in their area and also complain about barking, howling and chasing two wheeler etc. As per the ABC dog rules 2001, stray dogs are caught, sterilized (subjected for Animal Birth Control Surgery) and after Anti-Rabies Vaccination are released back to the place from where they were caught earlier. The stray dogs are neither shifted nor killed. Only terminally ill, seriously injured and rabid dogs can only be euthanized in a humane manner. Public are requested not to insist upon the BBMP officials to take away the dogs just because they are causing nuisance like barking, chasing, howling etc.,

JOINT DIRECTOR (Animal Husbandry)
Bruhat Bangalore Mahanagara Palike



BRUHATH BANGLALORE MAHANAGARA PALIKE
Directory of officers & employees of Animal Husbandry Division

Sl. No	Name of the officers/ employees	Designation	Office address/ Contact number / e-mail ID
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