Bruhat Bengaluru Mahanagara Palike

Office of the Executive Engineer

Project Central -7, Ground Floor, Annexe Building-2, N. R. Square, Bangalore-560002.

Section 4 (1) (b) (i) - Particulars of its organization, its functions and duties

Name of the Office	Office of the Executive Engineer (Projects Central-7), Ground Floor, Annexe building-1, Head office premises, BBMP, N.R.Square, Bengaluru - 560 002
Particulars	Executive Engineer - 01 No. Asst. Executive Engineer - 02 Nos Assistant / Junior Engineer - 02 Nos Manager (Additional Charge) - 01 No. Second Division Assistant (Additional Charge) - 01 No. Peon (Additional Charge) - 01 No. Data Entry Operator (Additional Charge) - 01 No.
Functions and Duties;	Preparation of Estimates for the Action plan approved by the Government, Preparation of DTS, Inviting Tenders, issuing of Work Orders after necessary approvals from the Competant authority, Execution of work and preparation of Bills. Day to day administrative and any other works directed by the Higher Officers.

Section 4 (1) (b) (ii) - The powers and duties of its officers and employees

As per Order No: B12(1)/PR/394/2021-22, dated: 04.02.2021, KTPP act, PWD D code and other related Govt Circulars and ammendments

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 and obtaining administrative approvals for Project works.	As per Order No: B12(1)/PR/394/2021-22, dated: 04.02.2021	As per Order No: B12(1)/PR/394/2021-22, dated: 04.02.2021

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2	Appointment of Agency to Execute the work / Consultancy services	Preparing tender document, invitation for tender and obtaining approval to tender	As per Order No: B12(1)/PR/394/2021-22, dated: 04.02.2021, KTPP act, PWD D code and other related Govt Circulars and ammendments	As per Order No: B12(1)/PR/394/2021-22, dated: 04.02.2021

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	Construction of Infrastructure Projects in BBMP limits	As described in Section 4(1)(b)(v)	Project specific	KTPP bid documents and RFP

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

Sl. No.	List of Acts, rules, regulations, instructions,	
1	PWD D code 2014	All applicable rules and acts
2	PWD Accounts code 1 and PWD Accounts code 2	All applicable rules and acts
3	Right to Fair Compensation and Transparency in Land Acquisition, Rehabilitation and Resettlement Act, 2013	All applicable rules and acts
4	Karnataka civil service rules	All applicable rules and acts
5	Karanatka financial code	All applicable rules and acts
6	Karnataka treasury code	All applicable rules and acts
7	BBMP Act 2020	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 and Estimate Register	AEE / Assistant Engineer/JE
2	A-Preserved indefinitely	Work order register and MB	

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3	A-Preserved indefinitely	B.R.Register	Account Superintendent
4	D- Preserved for five years	Inward register	First Division Assistant / SDA
5	D- Preserved for five years	Outward register	
6	E-Preserved for one year	Attendance register	
7	D- Preserved for five years	Current PWD Schedule of Rates book 2018-19	Assistant Engineer/JE

Section 4 (1) (b) (vii)-Arrangment for consultation with, or repersentation 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
Not Applicable			

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
Not Applicable			

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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	Monthly Remuneration (Pay scale and Basic Pay)	
					Pay scale	Basic Pay
1	Marulasiddappa .K	Executive Engineer	Ground Floor, Annexe building-1, Head office premises, BBMP, N.R.Square, Bengaluru - 560 002 eepc7bbmp@gmail.com	9480684553	52650-97100	65900
2	Yogesh D.M	Assistant Executive Engineer-1		9972671648	43100-83900	53900
3	Krishna Kumar.G	Assistant Executive Engineer-2		9980824600	43100-83900	52650
4	Nagesh T.M	Assistant Engineer		9945430648	43100-83900	52650
5	Chandrashekar Naik	Junior Engineer		9916154941	33450-62500	36000
6		Manger		-	-	-
7		Second Division Assistant		-	-	-
8		Peon				
9		Data Entry Operator				

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 alloted	Proposed expenditure as on last year Rupees in Crores	Expected outcomes	Report of disbursements made or where such details are available (website, report, notice board)
Information available at CAO Office					

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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 recepients of concessions, permits or authorisations granted by the public authority

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

Section 4 (1) (b) (xiv) -- Details in respect of the Information, available to or held by it in an electronic form

Available Details in electronic form may be accessed from the bbmp.gov.in website

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

Sl No	Designation	Description (location of facility/name,etc)	Details of information available
1	PIO / APIO	O/o the Executive Engineer, Project Central -7, division, Ground floor, Annexe building-2, BBMP Head office, N.R,Square, Bangalore -02	Application received in the RTI are answered based on informations available in this Division

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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 -7, division, Bruhut Bengaluru Mahanagara Palike	Marulasiddappa .K Executive Engineer	9480684553	eepc7bbmp@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	O/o The Executive Engineer, Project Central -7, division,BBMP	Yogesha D.M Asst. Executive Engineer-1 G.Krishna Kumar Asst. Executive Engineer-2	9972671648 9110607714	eepc7bbmp@gmail.com

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-Central, Bruhut Bengaluru Mahanagara Palike, N.R.Square, Bangalore -02.	M Lokesh, Superintending Engineer Projects Central	9480683176	cepcbbmp@gmail.com

Section 4 (1) (b) (xvii)- Such other information as may be prescribed and there after update these publications every year

Not applicable

31/08/2021

Executive Engineer
Project Central - 7, BBMP

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