

**BRUHATH BANGALORE MAHANAGRA PALIKE***Office of the Executive Engineer (Projects)**Mahadevapura Zone, K.R Pura, Bangalore -36*

Publication as required in section 4 1 (b) of chapter II of RTI act.

1	The particulars of its organization, functions and duties;	Office of the Executive Engineer (Projects)/Electrical Mahadevapura zone, K.R.Pura-36 located in 1st floor of CMC Old building Old Madras road K.R.Pura This division is entrusted with the projects nature works in BBMP Mahadevapura zone such as construction of library, crematorium major community hall, improvement to roads work other than take up by ward divisions.
2	The powers and duties of its officers and employees;	The power and duties of the offices and employees under this this division are as per the ones laid in PWD codes and also relevent circular issued from time to time by commissioner and competant authorities. The copies of the same are attached this documents.
3	The Procedure followed in the decision making process, including channels of supervision and accountability;	Detailed in replies to para (2) above
4	The norms set by it for the discharge of its functions;	As per the circulars and direction issued by hon'ble commissioner, BBMP, and competant authorities from time to time.
5	The rules, regulations, Instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions;	The circulars issued by BBMP authorities, PWD' A' code, 'D' code, KMC Act, KTPP Act and relevent local laws are held by this office for discharging functions.
6	A statement of the categories of documents that are held by it or under its control;	The following categories of documents are held by this office and offices under the control of this office.1. Estimate register . 2. Attendance register . 3.Incumbency register of gazetted/Non gazetted. 4. Sanctioned and working strength. 5. Organization chart. 6. In ward Out ward register. 7. Personal register. 8. Service register. 9. Calendar of returns. 10. Sanctioned Strength and working strength. 11. Distribution of work among the staff, with names, qualifications designation and work entrusted. 12. Statement showing the pending cases. 13. Statement showing the disposal of Departmental enquiry cases. 14. Statement inspection of officers. 15. Statement showing the number of bills received disposed off and balance pending with remarks. 16. Statement showing the number of firm bills received disposed off and balance pending with remarks. 17. Statement of works started with out sanction of estimate. 18. Statement of materials purchased.19. General cash book 19. work cash book 20. Encashment Register 21. Bank/Remittance Register. 22. Register of Deposits 23. Recovery of sales tax (IT.KST.LR) 24. C-Register (Contract Register) 25.Deposit Book 26.Bank Gurantee Register 27.Sanctioned estimate Register. 28.Administrative Approval Register 29.Technical sanction Register

7	The particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation thereof;	There is one PRO working in the BBMP head office.
8	A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public;	No such boards councils committes at this office level.
9	A directory of its officers and employees;	1. Sri. C.H.Prakash Executive Engineer (Projects) Mobile No: 9480683526 2.Sri. K.Manjunath Asst.Executive Engineer (Projects) Mobile No: 9480683561 3.Sri. Chandrashekar Accounts Supnt. : 9480683518 4.Smt. C.Nagamani S.D.A. 5.Sri Govindaiah gruop 'D' employee (watermen) 9731601382 6.Sri.Gurappa gruop 'D' employee (watermen) 7.Sri. Venkateshappa gruop 'D' employee (watermen) 8.Sri. A.N.Muralidhar Hand receipt gruop 'D'
10	The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulation;	1. Sri. C.H.Prakash - Rs.39,192 per month E.E. (P) 2.Sri. K.Manjunath - Rs. 40383 per month A.E.E. (P) 3.Sri. Chandrashekar AS -Rs.19623 per month 4.Smt. C.Nagamani - Rs.9556 (S.D.A) per month 5.Sri Govindaiah - Rs. 7482 (watermen) per month 6.Sri.Gurappa -Rs. 9556 (watermen) per month 7.Sri. Venkateshappa -Rs. 9556 (watermen) per month 8. Sri. A.N.Muralidhar -Rs.4790 gruop 'D' Hand receipt per month
11	The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made;	The BBMP has published annual budget for the year 2009-10 copies of which are available in budget section in BBMP head office.
12	The manner of execution of subsidy programmes, indicating the amounts of allocated and the details of beneficiaries of such programmes;	There are no subsidy programme so far as this division.
13	Particulars of recipients of concessions, permits or authorizations granted by it;	No such issue so far as this division is concerned.
14	Details in respect of the information, available to or held by it, reduced in an electronic form;	Details will be made available to public in various BBMP websites.
15	The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use;	Information will be given as per the RTI act whenever a citizen requests for under the act. At present no public library, reading room, library facilities are being maintained in this office.
16	The names, designations and other particulars of the Public Information officers;	The list PIO's issued by the hon'ble commissioner is enclosed.
17	Such other information as may be prescribed and thereafter update these publications every year.	The instructions under this clause of the act are noted.