

**Bruhat Bangalore Mahanagara Palike**  
**Office of the Executive Engineer**  
**Road Infrastructure - Rajarajeshwari Nagar/Yelahanka Division**

**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 , DPR and Sanctioning of Estimates	Preparing estimates for new roads or rehabilitation and widening of roads	<p align="center">Preparation of estimates for new roads or rehabilitation and widening of roads</p>	1. Commissioner upto Rs. 0.50 crores 2. Works council = 0.50 to 2.00 crores 3. BBMP council = 2.00 to 5.00 crores 4. Government = above 5.00 crores
2	Appointment of Agency to Execute the work / Consultancy services	Preparing tender document, Agreement, work order	<p align="center">Preparing tender document, Agreement, work order</p>	Government of Karnataka
3	Payment of bills	Preparing bills and payment of bills	<p align="center">Preparing bills and payment of bills</p>	Commissioner

**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.)
<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	KTPP 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	E-Preserved for one year	Progress report	Executive Engineer/ A.E.E
2	E-Preserved for one year	PWD Scheduled rates 14-15	Executive Engineer/A.E.E
3	A-Preserved indefinitely	Agreement register	Assistant Engineer
4	A-Preserved indefinitely	Workorder register	Assistant Engineer
5	A-Preserved indefinitely	B.R.Register	A.O/A.S
6	E-Preserved for one year	Attendance register	F.D.A
7	D- Preserved for five years	Inward register	F.D.A
8	D- Preserved for five years	Outward register	F.D.A

**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	B.S.Prahallad., Executive Engineer	Executive Engineer (Incharge)	N.R.Square, BBMP, Bangalore 02 9480683031	Basic Pay Rs.39000

2	B.R.Nanjundegowda, Assistant Executive Engineer	Assistant Executive Engineer	N.R.Squar e, BBMP, B angalore 02	9480685191	Basic Pay Rs.54900
3	S Vijaykumar, Assistant Executive Engineer	Assistant Executive Engineer	N.R.Squar e, BBMP, B angalore 02	9480683157	Basic Pay Rs.45300
4	A.R.Raghavendra, Assistant Executive Engineer	Assistant Executive Engineer	N.R.Squar e, BBMP, B angalore 02	9480685305	Basic Pay Rs.54900
5	R.Jagadeesh, Assistant Assistant Executive Engineer	Assistant Executive Engineer	N.R.Squar e, BBMP, B angalore 02	9448295650	Basic Pay Rs.54900
6	Satish kumar.C.R, Assistant Engineer	Assistant Engineer	N.R.Squar e, BBMP, B angalore 02	-	Basic Pay Rs.28800
7	Sharath.B, Assistant Engineer	Assistant Engineer	N.R.Squar e, BBMP, B angalore 02	-	Basic Pay Rs.25300
8	Balaji M.T, Assistant Engineer	Assistant Engineer	N.R.Squar e, BBMP, B angalore 02	-	Basic Pay Rs.27400
9	Sadashiva.C	Assistant Engineer	N.R.Squar e, BBMP, B angalore 02	-	Basic Pay Rs.31200
10	Suresh.L, Junior Engineer	Assistant Engineer	N.R.Squar e, BBMP, B angalore 02	-	Basic Pay Rs.17650
11	Ravikumar.R, Junior Engineer	Junior Engineer	N.R.Squar e, BBMP, B angalore 02	-	Basic Pay Rs.31200
12	Muniraju.N SDC	Second Division Assistant	N.R.Squar e, BBMP, B angalore 02	-	Basic Pay Rs.13300
13	S.Ramakrishna, Peon	Peon	N.R.Squar e, BBMP, B angalore 02	-	Basic Pay Rs.10600
14	N.Nagendra, Peon	Peon	N.R.Squar e, BBMP, B angalore 03	-	Basic Pay Rs.10600

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

Sl No	Agency/ Budget head	Plan/Program me/ scheme/projec t/activity/pur pose for which budget is alloted	Proposed expenditu re as on last year	Expected outcomes	Report of disbursements made or where such details are available (website, report, notice board)
1	GOK Grants 2013-14	Improvements to Road	Rs.800.00 Lakhs	-	-

**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**

Sl No	Name and the address of recipient 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://www.bbmp.gov.in/index.php?option=com_content&amp;view=article&amp;id=143&amp;Itemid=186">www.bbmp.gov.in/index.php?option=com_content&amp;view=article&amp;id=143&amp;Itemid=186</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, Road Infrastructure, Rajarajeshwarinagar division, BBMP Head office, N.R,Square, Bangalore -02	Application received in the RTI cell are answered based on informations gathered from respective 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, Road Infrastructure, R.R.Nagar,B.B.M.P	B.S.Prahallad., Executive Engineer	9480683031	eerirn@gmail.com

**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, RI-RRN	B.R.Nanjundegowda, AEE-1	M: 9480685191	-
2	O/o The Executive Engineer, RI-RRN	S.P.Vijaykumar, AEE-2	M: 9480683157	-
3	O/o The Executive Engineer, RI-RRN	A.R.Raghavendra, AEE -3	M: 9480685305	-
4	O/o The Executive Engineer, RI-RRN	R.Jagadeesh, AEE-4	M: 9448295650	-

**c) Appellate authority**

Sl No	Name of the office/ administrative unit	Name and Designation PIO	Office tel.No Residence tel.No	E-mail
1	Superintending Engineer, Road Infrastructure, B.B.M.P, N.R.Square, Bangalore -02	K.T.Nagraj, Superintending Engineer	Superintending Engineer:-9845222224	-

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

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**Executive Engineer**  
Road Infrastructure - R.R.Nagar