

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

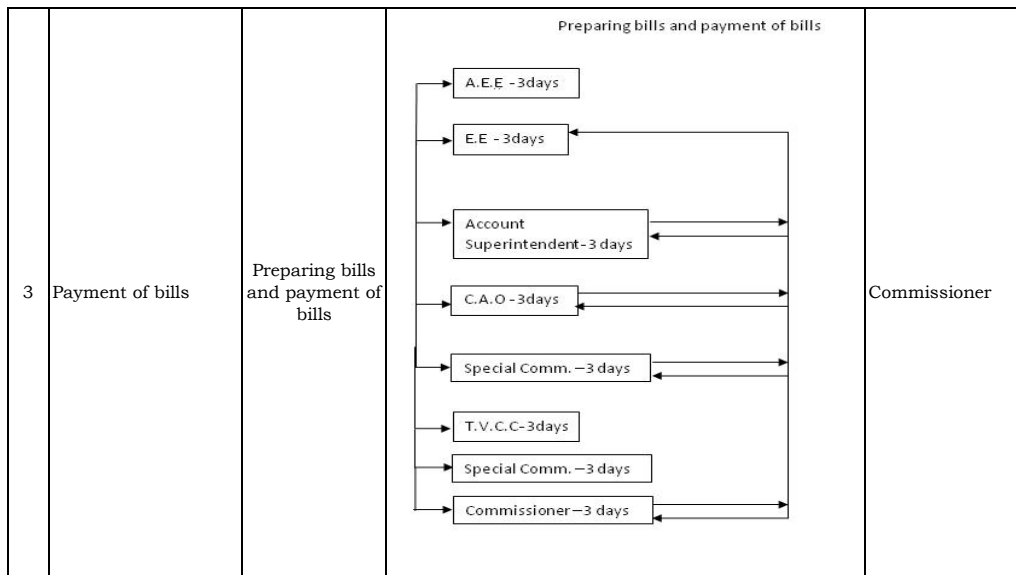
Sl. No.	Name of the Organisation	Address	Aims	Functions
1	Office of the Executive Engineer, Road Infrastructure Special Division - 1	Bruhat Bangalore Mahanagara Palike Offices, N.R.Square, Bangalore - 560002	To build quality roads	Widening and Rehabilitation of Roads

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

Sl. No.	Designation of the Official/employee	Duties allotted	Powers
1	B.G. Raghavendra Prasad Executive Engineer	Road Infrastructure, Special Division - 1	Duties and financial responsibilities as per PWD Departmental Code, VOL -1 Rule 31 to 41
2	Harish Babu Assistant Executive Engineer	Construction of Major Roads Zonal Office Building at BBMP Premises, Bangalore	Duties and financial responsibilities as per PWD Departmental Code, VOL -1 Rule 42 to 47
3	K.Ramesh, Assistant Executive Engineer	1. Signal Free Corridor from Yeshwanthpur to Okalipuram along Dr. Rajkumar Road. 2.Kundalahalli to Hoodi Road improvement	Duties and financial responsibilities as per PWD Departmental Code, VOL -1 Rule 42 to 47
4	RaviKumar Maka, Assistant Executive Engineer	1) Strengthening, widening and asphaltting of selected Arterial and Sub Arterial roads in Byatarayanapura zone amounting sanctioned under Government of Karnataka (Package-2) 2) Construction of road connecting SEZ (100 ft wide) from outer ring road to Kempapura from CH 0.00 to 1.00 km along Nagavara tank bund (a) Construction of road and allied works. (b) Construction of bridge. (c) Construction of Under pass.	Duties and financial responsibilities as per PWD Departmental Code, VOL -1 Rule 42 to 47
5	K.N.Ramesh, Assistant Executive Engineer	ASIDE Works (EPIP)	Duties and financial responsibilities as per PWD Departmental Code, VOL -1
6	A.N. Somaraj, Assistant Engineer	Handling works under Shri. K.Ramesh, A.E.E and Shri K.N. Ramesh, A.E.E	
7	M.N.Devaraj, Assistant Engineer	Handling works under Shri RaviKumar Maka, AEE	
8	M.V.Prasad, Assistant Engineer	Handling works under Shri.K.Ramesh, A.E.E	
9	H.M.Puneeth, Assistant Engineer	Divisional Works	
10	Dinesh, Peon	Office Assistants	

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>Preparation of estimates for new roads or rehabilitation and widening of roads</p> <pre> graph TD A["A.E- 15 days"] --> B["A.E.E- 3 days"] B --> C["E.E- 3 days"] C --> D["S.E- 3 days"] D --> E["S.E.E- 3 days"] E --> F["D.C.E- 3 days"] E --> G["TA- 3 days"] F --> H["A.E- 3 days"] F --> I["P.F.E.D- 3 days"] G --> J["A.E- 3 days"] G --> K["T.V.C.C- 3 days"] I --> K L["Special Comm.- 3 days"] --> M["Commissioner- 3 days"] N["Major works committee- 10 days"] --> O["Council- 30 days"] </pre>	<p>1. Commissioner upto Rs. 50.00 Lakhs 2. Works council = 50.00 to 200.00 Lakhs 3. BBMP council = 200.00 to 500.00 Lakhs 4. Government = above 500.00 Lakhs</p>
2	Appointment of Agency to Execute the work / Consultancy services	Preparing tender document, Agreement, work order	<p>Preparing tender document, Agreement, work order</p> <pre> graph TD A["E.E- 3 days"] --> B["S.E- 3 days"] B --> C["C.E- 3 days"] C --> D["Special Comm.- 3 days"] D --> E["Commissioner- 3 days"] E --> F["Major works committee- 10 days"] F --> G["Council- 30 days"] G --> H["Government of Karnataka- 60 days"] </pre>	Government of karnataka



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.)
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	KTPP 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	E-Preserved for one year	Progress report	Executive Engineer/ A.E.E
2	E-Preserved for one year	PWD Scheduled rates 10-11	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	Assistant Engineer
7	D- Preserved for five years	Inward register	Assistant Engineer
8	D- Preserved for five years	Outward register	Assistant Engineer
9	A-Preserved indefinitely	Circular File	Assistant Engineer

Section 4 (1) (b) (vii)-Arrangement for consultation with, or representation by the members of the public in

Sl. No	Function/Service	Arrangments for consultation with or	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

Name of board, council,	Composition	Powers and functions	Whether its meeting are open
Not Applicable			

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.G.Raghavendra Prasad	Executive Engineer	N.R.Square, BBMP,Bangalore 02	9480683039	Rs33,197.00
2	Harish Babu	Assistant Executive Engineer	N.R.Square, BBMP,Bangalore 02	9480683081	Rs30,900.00
3	K.Ramesh	Assistant Executive Engineer	N.R.Square, BBMP,Bangalore 02	9480684908	Rs27,645.00
4	Ravikumar Maka	Assistant Executive Engineer	N.R.Square, BBMP,Bangalore 02	9448042263	Rs48,582.00
5	K.N.Ramesh	Assistant Executive Engineer	N.R.Square, BBMP,Bangalore 02	9448240072	Rs44,966.00
6	A.N.Somaraj	Assistant Engineer	N.R.Square, BBMP,Bangalore 02	9449203907	Rs21,213.00
7	M.N.Devaraj	Assistant Engineer	N.R.Square, BBMP,Bangalore 02	9886443636	Rs29,450.00
8	M.V.Prasad	Assistant Engineer	N.R.Square, BBMP,Bangalore 02	9844207079	Rs29,900.00
9	H.M.Puneeth	Assistant Engineer	N.R.Square, BBMP,Bangalore 02	9972827274	Rs22,238.00
10	Dinesh	Peon	N.R.Square, BBMP,Bangalore 02	-	Rs9,031.00

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

Sl No	Agency/ Budget head	Plan/Program me/ scheme/ project/activity/purpose for which budget is allotted	Proposed expenditure as on last year	Expected outcomes	Report of disbursements made or where such details are available (website, report, notice board)
1	Road related works 09-10	Rs.1700.00 Lakhs	Rs.1700.00 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

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

Sl No	Name and the adress 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	Contents of title	Designation and adress of the custodian of information
1	Web Based Project Management system	www.bbmp.gov.in/index.php?option=com_content&view=article&id=143&Itemid=186	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	RTI Cell, BBMP head office, N.R.Square, Bangalore 560002	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 Special Division-1 B.B.M.P	B.G.Raghavendra Prasad, Executive Engineer	9480683039	-

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	Assistant Executive Engineer - 1, Road Infrastructure Special Division - 1	Harish Babu	9480683081	-
2	Assistant Executive Engineer - 2, Road Infrastructure Special Division - 1	K.Ramesh	9480684908	-
3	Assistant Executive Engineer - 3, Road Infrastructure Special Division - 1	Ravikumar Maka	9448042263	-
4	Assistant Executive Engineer - 4, Road Infrastructure Special Division - 1	K.N.Ramesh	9448240072	-

c) Appellate authority

Sl No	Name of the office/ administrative unit	Name and Designation PIO	Office tel.No Residence tel.No	E-mail
1	Chief Engineer, Road Infrastructure, B.B.M.P, N.R.Square, Bangalore -02	S.Somashekar, Chief Engineer	Chief Engineer:-9480683173,	-
2	Superintending Engineer, Road Infrastructure, B.B.M.P, N.R.Square, Bangalore -02	S.Prabhakar, Chief Engineer	Superintending Engineer:-9480685379,	-

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

1	-
---	---

**Executive Engineer
Road Infrastructure-Special Division 1**