

Bruhat Bangalore Mahanagara Palike
Office of the Executive Engineer
Major roads - Mahadevapura

Template for Section 4 (1) (a)- indexing and cataloging of all information

Sl. No.	Date on which Opened (Files to be listed Chronologically)	Category A,B,C,D,E,	File No.	Subject of file	Location of file	Date on which file can be destroyed/ custodian of file
1	29/12/2008	A-Preserved indefinitely	EE/MR/PR/38/08-09	Detailed Estimate for Rehabilitation and Strengthening of Old Madras Road from Byalanjaneya temple to NGEF Circle Ch:0-500mtrs.	Wardrobe 1	
2	29/12/2008	A-Preserved indefinitely	EE/MR/PR/38a/08-09	Detailed Estimate for Rehabilitation and Strengthening of Old Madras Road from Byalanjaneya temple to NGEF Circle Ch:500-1000mtrs.	Wardrobe 1	
3	29/12/2008	A-Preserved indefinitely	EE/MR/PR/38b/08-09	Detailed Estimate for Rehabilitation and Strengthening of Old Madras Road from Byalanjaneya temple to NGEF Circle Ch:1000-1500mtrs.	Wardrobe 1	
4	29/12/2008	A-Preserved indefinitely	EE/MR/PR/38c/08-09	Detailed Estimate for Rehabilitation and Strengthening of Old Madras Road from Byalanjaneya temple to NGEF Circle Ch:1500-2100mtrs.	Wardrobe 1	
7	12/5/2009	A-Preserved indefinitely	EE/MR/PR/11/09-10	Asphalting to Old Airport road from Trinity circle to Domlur fly over.Ch:0 to 3.00 Km	Wardrobe 1	
8	12/5/2009	A-Preserved indefinitely	EE/MR/PR/12/09-10	Asphalting to Old Airport road from Domlur fly over to Suranjandas road.Ch:3.00 to 5.60 Km	Wardrobe 1	
9	12/5/2009	A-Preserved indefinitely	EE/MR/PR/13/09-10	Asphalting to Old Airport road from Suranjandas road to H.A.L Helicopter division.Ch:5.60 to 7.00 Km	Wardrobe 1	
5	12/5/2009	A-Preserved indefinitely	EE/MR/PR/16/09-10	Improvement to 7th main road from Banasawadi main road to ORR Ch:0 to 800mts	Wardrobe 1	
6	12/5/2009	A-Preserved indefinitely	EE/MR/PR/16a/09-10	Improvement to 7th main road from Banasawadi main road to ORR Ch:800 to 1600mts	Wardrobe 1	
10	12/5/2009	A-Preserved indefinitely	EE/MR/PR/17/09-10	Improvements and asphalting of KHB road from Railway level crossing to ORR	Wardrobe 1	
11	12/5/2009	A-Preserved indefinitely	EE/MR/PR/18/09-10	Improvements and Asphalting from T.C palya main road (akshya nagar) to K.channasandra via varanasi	Wardrobe 1	

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12	12/5/2009	A-Preserved indefinitely	EE/MR/PR/18a/09-10	Improvements and Asphaltting from T.C palya main road (Raghvendra nagar) to horamavu via jayanthinagar	Wardrobe 1	
13	12/5/2009	A-Preserved indefinitely	EE/MR/PR/18b/09-10	Improvements and Asphaltting road from Horamavu to Agara	Wardrobe 1	
14	12/5/2009	A-Preserved indefinitely	EE/MR/PR/18c/09-10	Improvements and Asphaltting road from Agara to hennur main road	Wardrobe 1	
15	12/5/2009	A-Preserved indefinitely	EE/MR/PR/18d/09-10	Improvements and Asphaltting to road from ORR to Agara via prakruthi and balaji layouts	Wardrobe 1	
16	26/5/2009	A-Preserved indefinitely	EE/MR/PR/21/09-10	Detailed estimate for improvements and Asphaltting of a) cambridge layout main road from ulsoor police station to Airport road via shiridi sai baba temple road junction and 1st main road B)leela palace road from jeevan bheema nagar road to airport road	Wardrobe 1	
17	26/5/2009	A-Preserved indefinitely	EE/MR/PR/21a/09-10	Detailed estimate for improvements and Asphaltting of a) Domlur main road from BMTC bus terminal to shiridi saibaba temple road and its cross roads B) domlur layout 7th cross road, 1st cross road and 2nd main road	Wardrobe 1	
18	26/5/2009	A-Preserved indefinitely	EE/MR/PR/21b/09-10	Detailed estimate for improvements and Asphaltting of a) road from Adugodi main road to longford road (hockey stadium junction)via longford town layout B) museum road from castle street junction to st.Marks road SBI circle C) bazaar street road from infant jesus church road junction to Neelasandra main road	Wardrobe 1	
19	26/5/2009	A-Preserved indefinitely	EE/MR/PR/21c/09-10	detailed estimate for rehabilitation and strengthening of victoria road from ASC center to palm grove road iunction	Wardrobe 1	
20	26/5/2009	A-Preserved indefinitely	EE/MR/PR/21d/09-10	Detailed estimate for rehabilitation and strengthening of road from HAL Airport road to Basavanagar bus stop	Wardrobe 1	

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21	30/06/2009	A-Preserved indefinitely	EE/MR/PR/37/09-10	Deviation Road for Signal Free Corridor at Nehru Road and CMR Road	Wardrobe 1	

22	17/07/2009	A-Preserved indefinitely	EE/MR/PR/38/09-10	Improvements and Asphaltting Indiranagara 6th Main road from 80 feet road to 100 feet road and 12th main road from 80feet road to ESI hospital jn and 80 feet road from Old Madras road to Jeevan bheema nagara main road.	Wardrobe 1	
23	25/07/2009	A-Preserved indefinitely	EE/MR/PR/40a/09-10	Widening, Improvements and asphlting to Road from Sarjapura road at Doddakannenahanni to kadabisanahalli via GEAR college, Devarabisanahalli from ch:0 to 1250mts	Wardrobe 1	
24	25/07/2009	A-Preserved indefinitely	EE/MR/PR/40b/09-10	Widening, Improvements and asphlting to Road from Sarjapura road at Doddakannenahanni to kadabisanahalli via GEAR college, Devarabisanahalli from ch:1250 to 2500mts	Wardrobe 1	
25	25/07/2009	A-Preserved indefinitely	EE/MR/PR/40c/09-10	Widening, Improvements and asphlting to Road from Sarjapura road at Doddakannenahanni to kadabisanahalli via GEAR college, Devarabisanahalli from ch:2500 to 3750mts	Wardrobe 1	
26	25/07/2009	A-Preserved indefinitely	EE/MR/PR/40d/09-10	Widening, Improvements and asphlting to Road from Sarjapura road at Doddakannenahanni to kadabisanahalli via GEAR college, Devarabisanahalli from ch:3750 to 5000mts	Wardrobe 1	
27	25/07/2009	A-Preserved indefinitely	EE/MR/PR/48/09-10	Rehabilitation and Strengthening of Road from White field road to Channasandra Main road via Hagadur,Immidihalli,Nagon danahalli, Channasandra from Ch:0 to 2250mtrs.	Wardrobe 1	
28	25/07/2009	A-Preserved indefinitely	EE/MR/PR/50/09-10	Rehabilitation and Strengthening of Road from White field road to Channasandra Main road via Hagadur,Immidihalli,Nagon danahalli, Channasandra from Ch:2250 to 4500mtrs.	Wardrobe 1	

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30	25/07/2009	A-Preserved indefinitely	EE/MR/PR/52/09-10	Rehabilitation and Strengthening of Road from Sadaramangala to Medehalli Belathur road.	Wardrobe 1	
29	17/08/2009	A-Preserved indefinitely	EE/MR/PR/54/09-10	Improvements and Asphaltting of Road from TC Palva to Halehalli.	Wardrobe 1	
31	17/08/2009	A-Preserved indefinitely	EE/MR/PR/56/09-10	Improvements and Asphaltting of Lavalle road, Walton road and Other Link Roads.	Wardrobe 1	
32	17/08/2009	A-Preserved indefinitely	EE/MR/PR/60/09-10	Improvements and Asphaltting of Road from NH4@ Medehalli to Kadugodi via Karudusonnenahalli,K.Dom masandra, BelathurCh:700-2700 mtrs.	Wardrobe 1	

33	17/08/2009	A-Preserved indefinitely	EE/MR/PR/61/09-10	Improvements and Asphaltting of Road from NH4@ Medehalli to Kadugodi via Karudusonnenahalli,K.Dom masandra, BelathurCh:2700-4700 mtrs.	Wardrobe 1	
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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, Mahadevapura division, Major roads	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 employes

Sl. No.	Designation of the Official/employee	Duties allotted	Powers
1	L.Raghu, Executive Engineer	Major roads, Mahadevapura	Duties and financial responsibilities as per PWD Departmental Code, VOL -1 Rule 31 to 41
2	K.T.Balaraju, Assistant Executive Engineer	Construction, Widening and maintainance of Gunjur Road ,Panathur Road ,Malleshpalya Road	Duties and financial responsibilities as per PWD Departmental Code, VOL -1 Rule 42 to 47
3	M.G.Rama Mohan, Assistant Executive Engineer	Construction, widening and maintainance of Margondanahalli Road ,Bandae Bommsandra Road, T.C.Palya Road & Murugesh Palya Road	Duties and financial responsibilities as per PWD Departmental Code, VOL -1 Rule 42 to 47
4	K.Krishnappa, Assistant Executive Engineer	Construction, widening and maintainance of Kothanur Road,Kalkere Road ,Devasandra Main Road & Basavanapura Road	Duties and financial responsibilities as per PWD Departmental Code, VOL -1 Rule 42 to 47
5	Muralidhar, Assistant Engineer	Handling works under Shri.M.G.Rama Mohan. A.E.E and Divisional office work	
6	Krishnalal, Assistant Engineer	Handling works under Shri.M.G.Rama Mohan. A.E.E and Divisional office work	
7	Krishne Gowda, Assistant Engineer	Handling works under Shri. K.T.Balaraju, A.E.E and Shri.S.Nagraj, A.E.E	
8	Ramesh, Assistant Engineer	Handling works under Shri.K.Krishnappa. A.E.E and Shri.H.K.Krishnamurthy	

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["A.E- 3 days"] C --> E["Account superintendent- 3 days"] D --> F["S.E.E- 3 days"] E --> F F --> G["C.E.E- 3 days"] G --> H["D.C.E- 3 days"] G --> I["TA- 3 days"] G --> J["A.E- 3 days"] H --> K["Special Comm.- 3 days"] I --> K J --> K K --> L["P.F.E.D- 3 days"] K --> M["T.V.C.C- 3 days"] L --> N["Commissioner- 3 days"] M --> N N --> O["Major works committee- 10 days"] O --> P["Council- 30 days"] </pre>	<p>1. Commissioner upto Rs. 3.00 crores</p> <p>2. Works council = 3.00 to 4.00 crores</p> <p>3. BBMP council = 4.00 to 5.00 crores</p> <p>4. Government = above 5.00 crores</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>	Government of karnataka
3	Payment of bills	Preparing bills and payment of bills	<p>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.)
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	
7	D- Preserved for five years	Inward register	
8	D- Preserved for five years	Outward register	

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 representation of	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,	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	L.Raghu	Executive Engineer	N.R.Square, BBMP, Bangalore 02	9880002781	Rs35,737.00
2	K.T.Balaraju	Assistant Executive Engineer	N.R.Square, BBMP, Bangalore 02	9880423610	Rs45,704.00
3	M.G.Rama Mohan	Assistant Executive Engineer	N.R.Square, BBMP, Bangalore 02	9480684400	Rs46,606.00
4	K.Krishnappa	Assistant Executive Engineer	N.R.Square, BBMP, Bangalore 02	9480685177	Rs50,054.00
5	Muralidhar.N	Assistant Engineer	N.R.Square, BBMP, Bangalore 02	9035689994	Rs20,963.00
6	S.Krishnalal	Assistant Engineer	N.R.Square, BBMP, Bangalore 02	9741993030	Rs20,963.00
7	Krishne Gowda.M.C	Assistant Engineer	N.R.Square, BBMP, Bangalore 02	9448329129	Rs27,125.00
8	Ramesh.G	Assistant Engineer	N.R.Square, BBMP, Bangalore 02	9535575790	Rs22,594.00

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.6881.30 Lakhs	Rs.6881.30 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

SI 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

SI 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

SI No	Electronic data	Description (site address/location where)	Contents of title	Designation and address 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

SI 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)**

SI No	Name of the office/ administrative unit	Name and Designation of PIO	Office tel.No Residence tel.No	E-mail
1	Executive Engineer, Major roads, Mahadevapura ,B.B.M.P	L.Raghu, Executive Engineer	9880002781	-

b) Asst. Public Information officer

SI 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, Major roads, R.R.Nagar,B.B.M.P	K.T.Balaraju	9880423610	-
2	Assistant Executive Engineer - 2, Major roads, R.R.Nagar,B.B.M.P	M.G.Rama Mohan	9480684400	-
3	Assistant Executive Engineer - 3, Major roads, R.R.Nagar,B.B.M.P	K.Krishnappa	9480685177	-

c) Appellate authority

SI No	Name of the office/ administrative unit	Name and Designation PIO	Office tel.No Residence tel.No	E-mail
1	Chief Engineer, Superintending Engineer, Major roads, B.B.M.P, N.R.Square, Bangalore -02	K.T.Nagraj I/C Chief Engineer	Chief Engineer:-9480683145, Superintending Engineer:-9845222224	-

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

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**Executive Engineer
Major Roads - Mahadevapura**