

A FRAMEWORK FOR TRANSPARENCY AUDIT

The RTI Act under section 4 provides a comprehensive framework for promoting openness in the functioning of the public authorities.

While Section 4(1) (a) provides a general guideline for record management, so that the information could be easily stored and retained, the sub-sections b, c and d of Section 4 relate to the organizational objects and functions. Sub-sections (b), (c) and (d) of Section 4 of the RTI Act and other related information can be grouped under six categories; namely, 1-organization and function, 2- Budget and programmes 3- Publicity and public interface, 4- E. governance, 5- Information as prescribed and 6. Information disclosed on own initiative.

1. Organization and Function

S.No.	Item	Details of disclosure	Particulars
1.1	Particulars of its organization, functions and duties [Section 4(1)(b)(i)]	(i) Name of the Organization and its website	Engineering Department, UT, Chandigarh Website-Chandigarh.gov.in
		(ii) Head of the organization	The Chief Engineer, U.T. is the head of the Engineering Department, who is responsible for creating entire infrastructure development of U.T. Chandigarh.
		(iii) Vision, Mission and Key objectives	The Engineering Department of Chandigarh Administration is

		(iv) Function and duties	responsible for creating entire infrastructure development in the territory of Chandigarh comprising of roads and establishment of Water, providing and laying of water supply system, providing and laying underground sewerage and storm water drainage system, distribution of electric power and construction of various public buildings and housing accommodation for govt. employees of various categories. In addition, most of the buildings as occupied by Punjab and Haryana Governments have been constructed and are being maintained by the Engineering Department. At present infra-structural services are being maintained by the Municipal Corporation being of public utility but development of these services in sectors covered under Phase- III are being executed by the Engineering Department. To keep up the pace of development in compatibility to population growth of city, the building activity in the city is continuing and adequate funds are being provided under Plan schemes of the Administration.
		(v) Organization Chart	As per Annexure-1
1.2	Power and duties of its officers and employees [Section 4(1)(b)(ii)]	(i) Powers and duties of officers (administrative, financial and judicial)	As per Annexue-1
		(ii) Power and duties of other employees	
		(iii) Rules/ orders under which powers and duty are derived and	It is as per the Central Civil Services Rules
		(iv) Exercised	As per Annexue-1
		(v) Work allocation	
1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]	(i) Process of decision making. Identify key decision making points	As per Annexure-2
		(ii) Final decision making authority	
		(iii) Related provisions, acts, rules etc.	
		(iv) Time limit for taking a decisions, if any	
		(v) Channel of supervision and accountability	As per organization chart.
1.4	Norms for discharge of functions [Section 4(1)(b)(iv)]	(i) Nature of functions/ services offered	As per Annexue-3
		(ii) Norms/ standards for functions/ service delivery	
		(iii) Process by which these services can be accessed	

		(iv) Time-limit for achieving the targets	
		(v) Process of redress of grievances	In Engineering Department the grievances are being dealt by statistical Assistant with the approval of competent authority.
1.5	Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]	(i) Title and nature of the record/manual /instruction.	As per Annexue-4
		(ii) List of Rules, regulations, instructions manuals and records.	
		(iii) Acts/ Rules manuals etc.	
		(iv) Transfer policy and transfer orders	Inter Department Transfer Policy Maintained by Department of Personnel, U.T, Chandigarh.
1.6	Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]	(i) Categories of documents	As per Annexue-5
		(ii) Custodian of documents/categories	Establishment Section
1.7	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]	(i) Name of Boards, Council, Committee etc.	As per Annexue-7
		(ii) Composition	
		(iii) Dates from which constituted	
		(iv) Term/ Tenure	
		(v) Powers and functions	
		(vi) Whether their meetings are open to the public?	
		(vii) Whether the minutes of the meetings are open to the public?	
		(viii) Place where the minutes if open to the public are available?	
1.8	Directory of officers and employees [Section 4(1) (b) (ix)]	(i) Name and designation	As per Annexue-8
		(ii) Telephone , fax and email ID	
1.9	Monthly Remuneration received by officers & employees including system of compensation [Section 4(1) (b) (x)]	(i) List of employees with Gross monthly remuneration	As per Annexue-9
		(ii) System of compensation as provided in its regulations	
1.10	Name, designation and other particulars of	(i) Name and designation of the public information officer (PIO), Assistant Public Information (s) & Appellate Authority	As per Annexue-15

	public information officers [Section 4(1)(b) (xvi)]	(ii) Address, telephone numbers and email ID of each designated official.	
1.11	No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings (ii) Finalised for Minor penalty or major penalty proceedings	NIL
1.12	Programmes to advance understanding of RTI (Section 26)	(i) Educational programmes (ii) Efforts to encourage public authority to participate in these programmes (iii) Training of CPIO/APIO (iv) Update & publish guidelines on RTI by the Public Authorities concerned	As and when such programmes are conducted by authorities the Departmental officials attend these programs.

2. Budget and Programme

S. No.	Item	Details of disclosure	Particulars
2.1	Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]	(i) Total Budget for the public authority (ii) Budget for each agency and plan & programmes (iii) Proposed expenditures (iv) Revised budget for each agency, if any (v) Report on disbursements made and place where the related reports are available	As per Annexue-10
2.2	Foreign and domestic tours during 2022-23	(i) Budget (ii) Foreign and domestic Tours by ministries and officials of the rank of Joint Secretary to the Government and above, as well as the heads of the Department. a) Places visited b) The period of visit c) The number of members in the official delegation d) Expenditure on the visit	Not Applicable Domestic Tours are undertaken by the officials as and when required for official purpose

		(iii) Information related to procurements a) Notice/tender enquires, and corrigenda if any thereon, b) Details of the bids awarded comprising the names of the suppliers of goods/ services being procured, c) The works contracts concluded – in any such combination of the above- and d) The rate /rates and the total amount at which such procurement or works contract is to be executed.	Not applicable
2.3	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]	(i) Name of the programme of activity	As per Annexue-11
		(ii) Objective of the programme	
		(iii) Procedure to avail benefits	
		(iv) Duration of the programme/ scheme	
		(v) Physical and financial targets of the programme	
		(vi) Nature/ scale of subsidy /amount allotted	
		(vii) Eligibility criteria for grant of subsidy	
		(viii) Details of beneficiaries of subsidy programme (number, profile etc)	
2.4	Discretionary and non-discretionary grants.	(i) Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions	Not Applicable
		(ii) Annual accounts of all legal entities who are provided grants by public authorities	
2.5	Particulars of recipients of concessions, permits of authorizations granted by the public authority [Section 4(1) (b) (xiii)]	(i) Concessions, permits or authorizations granted by public authority	As per Annexue-12
		(ii) For each concessions, permit a) Eligibility criteria b) Procedure for getting permits of authorizations c) Name and address of the recipients given concessions/ permits or authorizations d) Date of award of concessions /permits of authorizations	
2.6	CAG & PAC paras	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of Administrator, U.T., Chandigarh.	Audit paras are received & replied by the concerned authorities.

3. Publicity Band Public interface

S. No.	Item	Details of disclosure	Particulars
3.1	Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation there of [Section 4(1)(b)(vii)]	Arrangement for consultations with (i) Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens	As per Annexue-6
		(ii) Arrangements for consultation with or representation by a) Members of the public in policy formulation/ policy implementation b) Day & time allotted for visitors c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants	
		Public- private partnerships (PPP) (i) Details of Special Purpose Vehicle (SPV), if any	Not applicable
		(ii) Detailed project reports (DPRs)	
		(iii) Concession agreements.	
		(iv) Operation and maintenance manuals	
		(v) Other documents generated as part of the implementation of the PPP	
		(vi) Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorization from the government	
		(vii) Information relating to outputs and outcomes	Not applicable
		(viii) The process of the selection of the private sector party (concessionaire etc.)	
3.2	Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive; (i) Policy decisions/ legislations taken in the previous one year	Not applicable
		(ii) Outline the Public consultation process	
		(iii) Outline the arrangement for consultation before formulation of policy.	
3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]	Use of the most effective means of communication (i) Internet (website)	Website-chandigarh.gov.in

3.4	Form of accessibility of information manual/handbook [Section 4(1)(b)]	Information manual/handbook available in (i) Electronic format	Not applicable
		(ii) Printed format	
3.5	Whether information manual/handbook available free of cost or not [Section 4(1)(b)]	List of materials available (i) Free of cost	Not applicable
		(ii) At a reasonable cost of the medium	

4. E. Governance

S. No.	Item	Details of disclosure	Particulars
4.1	Language in which Information Manual/Handbook Available	(i) English	Not applicable
		(ii) Vernacular/ Local Language	
4.2	When was the information Manual/Handbook last updated?	Last date of Annual Updation	Not applicable
4.3	Information available in electronic form [Section 4(1)(b)(xiv)]	(i) Details of information available electronic form	Department information available on website-chandigarh.gov.in
		(ii) Name/ title of the document/record/ other information	
		(iii) Location where available	
4.4	Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]	(i) Name & location of the facilities	Chief Engineer office performs supervisory functions for all circles i.e. Construction-I/II/Public Health/ Electrical/Electricity Operation
		(ii) Details of information made available	
		(iii) Working hours of the facility	09.30 AM to 05.30 PM
		(iv) Contact person & contact details (Phone, fax email)	As per Annexure-8
4.5	Such other information as may be prescribed under section 4(i) (b)(xvii)	(i) Grievance redressal mechanism	In Engineering Department the grievances are being dealt by statistical Assistant with the approval of competent authority.
		(ii) Details of applications received under RTI and information provided	Received- 170 Disposed- 170
		(iii) List of completed schemes/ projects/ Programmes	Not applicable
		(iv) List of schemes/ projects/ programme underway	
		(v) Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract	

		(vi) Annual Report	
		(vii) Frequently Asked Question (FAQs)	
		(viii) Any other information such as a) Citizen's Charter	
		c) Six monthly reports loaded on the website or not	
		d) Performance against the benchmarks set in the Citizen's Charter	
4.6	Receipt & Disposal of RTI applications & appeals	(i) Details of applications received and disposed	Received- 170 Disposed- 170
		(ii) Details of appeals received and orders issued	Received- 34 Disposed- 34
4.7	Replies to questions asked in the parliament, if any. [Section 4(1)(d)(2)]	Details of questions asked and replies given	Parliamentary questions are received and replied by concerned authorities.

5. Information as may be prescribed

S.No.	Item	Details of disclosure		Particulars
5.1	Such other information as may be prescribed	(i)	Name & details of (a) Current CPIOs & First Appellate Authority (FAAs) Earlier CPIO & First Appellate Authority (FAAs) from 1.1.2015	Current CPIOs Sh. Pawan Kumar Sharma, Executive Engineer (HQ), Mob. 8054104519 Sh. Narender Dutt, Superintendent Grade-I, Mob. 7696305553 First Appellate Authority Sh. C.B. Ojha, Chief Engineer, UT, Chandigarh. Land Line No. 0172-2740029
		(ii)	Details of third party audit of voluntary disclosure	Third Party Audit carried out on -----
			(a) Dates of audit carried out (b) Report of the audit carried out	
		(iii)	Appointment of Nodal Officers not below the rank of Joint Director/ Additional Director	Sh. Rajinder Soni, Sub Divisional Engineer (holding charge of Executive Engineer, Design-I Mobile- 7508185544
			(a) Date of appointment (b) Name & Designation of the officers	
		(iv)	Consultancy committee of key stake holders for advice on suo-motu disclosure	Not applicable
			(a) Dates from which constituted (b) Name & Designation of the officers	

		(v)	Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI	Not applicable
			(a) Dates from which constituted (b) Name & Designation of the Officers	

6. Information Disclosed on own Initiative

S. No.	Item	Details of disclosure	Particulars
6.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information		Website- Chandigarh.gov.in

PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(B)(I) OF THE RIGHT TO INFORMATION ACT, 2005.

The particulars of the organization, functions and duties)

Sr. No.	Particulars of its organization funds and duties Section 4(1)(b)(i)	Details of disclosure
(i)	Name and address of the organization	Engineering Department, Union Territory, Chandigarh.
(ii)	Head of Organization	The Chief Engineer, U.T. is the head of the Engineering Department, who is responsible for creating entire infrastructure development of U.T. Chandigarh.
(iii)	Vision, Mission and Key Objectives	The Engineering Department of Chandigarh Administration is responsible for creating entire infrastructure development in the territory of Chandigarh comprising of roads and establishment of Water, providing and laying of water supply system, providing and laying underground sewerage and storm water drainage system, distribution of electric power and construction of various public buildings and housing accommodation for govt. employees of various categories. In addition, most of the buildings as occupied by Punjab and Haryana Governments have been constructed and are being maintained by the Engineering Department. At present infra-structural services are being maintained by the Municipal Corporation being of public utility but development of these services in sectors covered under Phase- III are being executed by the Engineering Department. To keep up the pace of development in compatibility to population growth of city, the building activity in the city is continuing and adequate funds are being provided under Plan schemes of the Administration.
iv	Functions and duties	As per (iii) above
v	Organization chart	Placed at next page
Vi	Any other details – the genesis, inception, formation of the department and the HoDs from time to time as well as the Committees/ Commission Constituted from time to time have been dealt	

ANNEXURE -1

PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(B)(I) OF THE RIGHT TO INFORMATION ACT, 2005.

(The powers and duties of the officers and employees)

Name of the Department/Board/Corporation/Institution/Office

Office of Chief Engineer, U.T. Chandigarh

Sr. No.	Name of the Department/ Board/ Corporation/ Institution	Function and duties (in brief)
1.	Chief Engineer,	To monitor the overall progress of various works being carried out by 5 Wings of the Engineering Department, U.T. Chandigarh and establishment of whole Engineering Department, U.T. Chandigarh. He is assisted by two Executive Engineers deputed in the office of C.E. U.T.
2.	Executive Engineer (HQ)	To examine estimates/tenders/ establishment cases pertaining to the Electricity/Electrical Wings of the Engineering Department, U.T. Chd. and getting them approved from the CE UT and higher authorities as per competency.
3.	Executive Engineer(W&E)	To examine estimates/tenders/ establishment cases pertaining to the Civil/ Public Health Wings of the Engineering Department, U.T. Chd. and getting them approved from the CE UT and higher authorities as per competency.
4.	Personnel officer	To look into the cases of regular employees as well as work charged/Daily-wage employees, implementation of decision of labour Court, High Court and Supreme Court, finalization of new schemes and publication of Notification under provision of Land Acquisition Act, 1894. To assist District Attorney and Counsels engaged for defending the cases. To draft written statements, recording of evidences, cross examination and arguing the cases in various Courts. To function as Inquiry Officer in some cases and to act as Presenting Officer in other cases.
5.	Superintendents Gr.-I and Gr.-II	Superintendents Gr.-I and Gr.-II in Chief Engineers' office are Head of Sections and they are responsible to supervise the works of their

		Section and submit their cases to concerned XENs to whom the cases relate.
6.	Senior Assistants	Assistants in Chief Engineers' office are normally engaged on case work and they work under the order of Superintendent to whom they are responsible for works entrusted to them. Each Dealing Assistant in a Section is allotted certain number of headings. He notes and drafts on cases relating to these heading and submit the cases through head of their Section.
7.	Clerks	The clerks in the Chief Engineers office are entrusted with the routine work of maintenance of diary, file register, indexing and recording of files, preparation of arrear statement, supervision of corrections to reference books, proof corrections, typing, comparing and dispatch.
8.	P.A. to Chief Engineer	To take dictation from the officer
9.	Senior Scale Stenographer	To take dictation from the officer
10.	Steno Typist	To take dictation from the officer

ANNEXURE-2

PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(b)(iii) OF THE RIGHT TO INFORMATION ACT, 2005.

(The procedure followed in the decision making process, including channels of supervision and accountability.)

Name of the Department **Chief Engineer, U.T., Chandigarh.**

Sr. No.	Nature of work	Level at which the case is initiated (Name of the post)	Name of the post which deal with the case before the decision making authority	Level at which decision is made (Name of the post)
1.	Proposals for execution of work relating to all wings or Engg. Deptt. viz. B&R Roads/PH/Elect & Electry. 'OP' (Estimate/DNITS/Tenders and other proposals relating to procurement)	EE(s)/SE(s)/SE(W&E)/EE(HQ)/CDM/Supdts/Sr. Asstt.	EE(s)/SE(s)/SE(W&E)/EE(HQ)/CDM/Supdts/Sr. Asstt.	C.E., UT/ Secy. Engg. & A.A.U.T., Chandigarh
2.	Proposal for cutting of dead and Green trees	EE(s)/SE(s)/SE(W&E)/Supdts/Sr. Asstt.	EE(s)/SE(s)/SE(W&E)/Supdts/Sr. Asstt.	C.E., UT/ Secy. Engg. & A.A.U.T., Chandigarh
3	Establishment	Sr. Assistant/Supdt.	Executive Engineer(HQ)/Executive Engineer (W&E)	Group A - AA/Adm. Group B- Secy. Engg. Group C - CE UT Group D - CE UT

ANNEXURE-3

PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(b)(iv) OF THE RIGHT TO INFORMATION ACT, 2005

(The norms set for the discharge of its functions)

Name of the Department/Board/Corporation/Institution/Office:
Chief Engineer, U.T, Chandigarh.

S. No.	Item of Work	Norms set by the Department	No. of days taken for decision making
1.	To clear the estimates	Executive Engineers (EE)	01 month from the date of receipt of drawing/ planning from Chief Architect, U.T.
		Superintending Engineers (SE)	15 days with due recommendations
		Chief Engineer, UT, Chandigarh (CEUT)	10 days from the date of receipt of estimate from Circle Office
2.	Detailed notice for inviting Tenders (DNITs) lies with the competency of C.E.	EE	15 days
		SE	7 Days
		CE	7 Days
2.1	Detailed notice for inviting Tenders (DNITs) lies with the competency of SE	EE	15 Days
		SE	7 Days
2.2	Detailed notice for inviting Tenders (DNITs) lies with the competency of EE	EE	15 Days from the date of approval of Estimates.
3.	Tenders for which competency to approve lies with CEUT/TEC	EE	15 Days from the date of opening of the tenders
		SE	7 days
		CE	7 days
	For submission of Agenda(s) before TEC (for seeking date and time etc)	EE/SE	2 days
3.1	Tenders for which competency to approve lies with the SE	EE	15 days
		SE	7 days
3.2	Tenders for which competency to approve lies with the EE	EE	15 days from the date of receipt of tender
4.	Power purchase	EE	01 month from the date of

	Agreement/load cases		request received
		SE	15 days with due recommendations
		CE	10 from the date of receipt of case for Circle office.
		Secy. Engg., U.T.	
5.	Purchase/Procurement of material	EE	
		S.E. upto 60 lacs through DGS/D	
		C.E. upto 60 lacs recommended by purchase committee	10 days
6.	Installation of A.C. & Lifts	EE	15 days
		SE	7 days with due recommendation
		CE	15 days from the date of receipt of the estimate from Circle office.
7.	N.R.A.- G.P.F./Medical	EE	15 days from the date of request
		SE	7 days
		CE	15 days
8.	Estimate of Contractors	EE	Yearly basis
		SE	15 days with due recommendation
		CE	Group C&D within 15 days
		Secy. Engg.	Group 'A' & 'B'
9.	To allocate Budget	Norms will be maintained on the directions of Finance Department conveyed from time to time	Funds will be allocated within 1-2 days on the receipt of the same from Finance Department
10.	To maintain expenditure		To maintain monthly, quarterly expenditure as per requirement of Finance Department, U.T., Chandigarh.
11.	Inspection Reports and Audit Paras		
12.	To fill check list of estimates	To take action immediately On the same day	
13.	To enter the administrative approvals on the On-line system		

ANNEXURE-4

(THE RULES, REGULATIONS, INSTRUCTIONS, MANUALS AND RECORDS, HELD BY IT OR UNDER CONTROL OR USED BY EMPLOYEES FOR DISCHARGING FUNCTIONS :

Name of the Department/Board/Corporation/Institution/Office
Office of Chief Engineer, U.T. Chandigarh.

Sr. No.	Name of the Act	Name of the rules	Name of the Manuals	Instructions	Any other record/ Document
1.	All the Central Acts and State Acts as applicable to Union Territory, Chandigarh are used by the employees (all such Acts are available in public domain. Some of the important Acts are as under: i) Indian Penal Code 1960 ii) Code of criminal procedure, 1973 iii) Indian Evidence Act 1872 iv) Motor Vehicles Act 1988 v) Police Act, 1861 vi) Press and Registration of Books Act, 1867 vii) Courts Fee Act 1870 viii) Indian Contract Act 1872 ix) Negotiable Instrument Act, 1881 x) Transfer of Property Act 1882 xi) Explosive Acts, 1884 xii) Indian Telegraph Act 1885 xiii) Land Acquisition Act 1894 xiv) Prisons Act 1894 xv) Indian Partnership Act 1932 xvi) Payment of wages	i. Rules framed under the Central and State Acts as applicable to Union Territory, Chandigarh ii. Central Civil Services Rules w.e.f 01.04.2022 iii. Central Civil Services Rules w.e.f 01.04.2022. iv Central Civil Services Rules w.e.f 01.04.2022	Still awaited from DOP, UT, Chandigarh	Instructions as contained in the Manuals as placed on the website www.Chandigarh.gov.in	

ANNEXURE-5

PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(b)(vi) OF THE RIGHT TO INFORMATION ACT, 2005.

(Statement of the categories of documents that are held or under control.)

Name of the Department **Chief Engineer, U.T., Chandigarh.**

Sr. No.	Category of documents
1.	To allocate Budget received form Finance Department to all Superintending Engineers. To maintain expenditure as per requirement of Finance Department Audit Paras/CAG Paras.
2.	Office Copy of approve Rough Cost Estimate of work, Detailed Estimate and DNIT.
3.	Office Memos.
4.	Orders
5.	Minutes/Proceedings
6.	Notings
7.	ACRs of Sub Divisional Engineer/Executive Engineer/ Superintending Engineer (Electrical Circle)
8.	ACRs of Assistant Engineer/Assistant Executive Engineer/Executive Engineer/Superintending Engineer (Electricity (OP) Circle
9.	ACRs of Sub Divisional Engineer/Executive Engineer/ Superintending Engineer (Public Health)
10.	ACRs of Sub Divisional Engineer/Executive Engineer/ Superintending Engineer(B&R)
11.	ACRs of Ministerial staff of the office of Chief Engineer, U.T. Chandigarh
12	ACRs of Assistant Landscaping Officer/Executive Engineer (Horticulture)
13.	ACRs of Peon/Draftsman/Daftri/Jamadar/Sweeper/Chowkidar O/o Chief Engineer, U.T. Chandigarh
14.	House Building Advance I. Mortgage Deed II. Registry III. Insurance NOTE: The said documents are released after full recovery of advance plus interest.
15.	G.P.F. I. Marriage card for marriage II. Affidavit with regard to each advance
16	Scooter Advance

	I. GFR 22, 24 and insurance of scooter
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ANNEXURE-6

PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(b)(vii) OF THE RIGHT TO INFORMATION ACT, 2005.

(The particulars of any arrangement that exists for consultation with, or representation by the members of the public in relation to the formulation of policy or implementation thereof)

Name of the Department/Board/Corporation/Institution/Office:
Chief Engineer, U.T., Chandigarh.

Sr. No.	Details/Type of Arrangements made
Nil	Nil

ANNEXURE-7

PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(b)(viii) OF THE RIGHT TO INFORMATION ACT, 2005.

(Statement of the Boards, Councils, Committees and other Bodies.)

Name of the Department **Chief Engineer, U.T., Chandigarh.**

Sr. No.	Nature of the Board (s)	Name of Council (s)	Name of Committee (s)	Name of other bodies(s) constituted by the Deptt.	Whether meetings of these bodies are open to the public (Yes/No)	Whether the minutes of such meeting are accessible for public (Yes/NO)
1.			Enlistment Committee		NO	No
2.			Purchase Committee		No	No
3.			LPG/Petrol Committee			
4	O/o Chief Engineer, U.T. Chandigarh		DPC Class-I/II/III/IV		No	No

ANNEXURE -8

PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(B)(IX) OF THE RIGHT TO INFORMATION ACT, 2005)

(Directory of the officers and employees)

Name of the Department/Board/Corporation/Institution/Office
Office of Chief Engineer, U.T. Chandigarh

Sr. No.	Name and designation	Telephone No. 2740029/2740192 Mobile No.
	Chief Engineer (1 post) 37400-67000+10000(GP)	
1.	Er. C.B.Ojha, Chief Engineer	7508185419
	Executive Engineers(4 posts)	
1.	Er. Shiv Kumar Kukreja, Executive Engineer(W&E) 15600-39100+7600(GP)	9876029704
2.	Er. Pawan Kumar Sharma Executive Engineer (HQ) 15600-39100+7600(GP)	8054104519
3.	Er. Rajinder Soni Executive Engineer (Design-I) 15600-39100+7600(GP)	7508185544
4.	Er. Suresh Kumar Executive Engineer (Design-II) 15600-39100+7600(GP)	9417012270
	Superintendents Gr.-I (4 posts) 15600-39100+5400(GP)	
1	Sh. Sunil Kumar	8146993199/ 9464656565
2	Smt. Uma Rawal	9041303988
3	Smt. Surinder Kaur	9464087421
4	Smt. Narender Dutt	7696305553
	Superintendents Gr.-II(3 posts) 10300-34800 + 4800(GP)	
1	Sh. Sanjeev Sharma	9872012617
2.	Smt. Surinder Kaur	9464087421
3.	Smt. Ranjit Kaur	7340744733
	Senior Assistants (26 Nos.) 10300-34800+4400(GP)	
1	Sh. Jagbinder Singh	9915228154
2	Smt. Rajwinder Kaur	9781995456
3	Sh. Jagdish Singh	9988001505
4	Smt. Ashu Malhotra	9501477661
5	Smt. Veena Garg	9464250118
6	Sh. Harnek Singh	7589492331

7	Smt. Ranjit Kaur	7837743383
8	Smt. Laxmi	9815989800
9	Smt. Parveen Bala	9463971155
10	Smt. Dinesh Kumari	9914092081
11	Sh. Bhupal Singh	9041626909
12	Smt. Vandana Thakur	8872004150
13	Smt. Rajni Rawat	7888716127
14	Smt. Sukhdeep Kaur	9988025706
15	Sh. Sandeep Kumar	9855992255
16	Smt. Hema Joshi	9501155794
17	Sh. Rakesh Kumar	8968476953
18	Sh. Chander Pal	9872459344
19	Sh. Narinder Singh	7889128280
20	Sh. Peyush Chopra	7888662694
21	Sh. Rajbir Singh	9855400551
22	Sh. Major Singh	9814565355
23	Sh. Narinder Singh	9988621675
24	Smt. Manjit Kaur	8968261093
25	Sh. Sunil Kamboj	9779523514
26	Smt. Kavita Aswal	8054413232
	Personnel Officer (01 Post)	
1	Sh. Yadwinder Singh	9780050006
	Personal Assistant (01 Post) 10300-34800+4800(GP)	
1	Smt. Harjit Kaur	9814707967
	Senior Scale Stenographer (01 Post) 10300-34800+4200(GP)	
1	Sh. Shiv Kumar	8054104520
	Junior Assistant/Clerk (35 posts) 10300-34800+3600/3200(GP)	
1	Ms. Nirmla	9888664254
2	Mrs. Neelam	8360006893
3	Sh. Jitendra Kumar	8558819715
4	Sh. Parteek Sharma	9501061616
5	Sh. Vijay Kumar	9501549669
6	Ms. Nivedita	9780482397
7	Sh. Sanju	9988092835
8	Smt. Renu Sharma	8054116527
9	Sh. Kamal Deep	9646741768
10	Smt. Poonam Dagar	8054275150
11	Smt. Shikha Sharma	9877284027
12	Sh. Sourabh Soni	9872213977
13	Sh. Manpreet Chandi	7888612123
14	Sh. Sourabh Godara.	7837160572
15	Ms. Asha Negi	9876732224
16	Sh. Sumit Verma	9855601447
17	Sh. Salinder Singh	8699182919
18	Sh. Maninder Singh	9888863705

19	Sh. Yashdeep Deswal	7973201750
20	Sh. Aman Nain	9991931962
21	On Contract	
22	On Contract	
23	On Contract	
24	On Contract	
25	On Contract	
26	On Contract	
27	On Contract	
28	On Contract	
29	On Contract	
30	On Contract	
31	On Contract	
32	On Contract	
33	On Contract	
34	Vacant	
35	Vacant	
Steno Typist (03 posts) 10300-34800+3200(GP)		
1	Smt. Anu	8427832753
2	Sh. Rahul Kamboj	9592077365
3	Ms. Sandeep Kaur	9041797204
Chief Draftsman (01 Post)		Abolished
Circle Head Draftsman (2 Posts) 10300-34800+5400 (GP)		
1	Sh. Rajesh Kumar	9779240305
2.	Smt. Arvinder Kaur	9855131211
HDM(7 POSTS) 10300-34800+5000(GP)		
1.	Smt. Ravinder Kaur	9855124455
2.	Ms. Uma Wadhwa	9914525828
3.	Smt. Simrat Pal Kaur	9815945568
4.	Sh. Kamal Khanna	9417096821
5.	Sh. Karambir Singh	8727034445
6.	Smt. Pankaj	9416486610
7.	Smt. Alka Goel	9463358754
DRAFTSMAN(8 POSTS) 10300-34800+4600(GP)		
1	Sh. Sandeep Sharma	9646040030
2	Vacant	
3.	Vacant	

4.	Vacant	
5.	Vacant	
6.	Vacant	
7.	Vacant	
8.	Vacant	
	JDM (5 posts) 5910-20200+3200(GP)	
1	Smt. Khushboo	9041931943
2	Sh. Vikas Kumar	9464545180
3	Vacant	
4	Vacant	
5	Vacant	
	Daftri (2 posts) 4900-10680+1650(GP)	
1	Vacant	
2	Vacant	
	Driver (1 post) 5910-20200+2000(GP)	
	Vacant	
	Peon (18 posts) 4900-10680+1300(GP)	
1	Sh. Sanjeet	9779665246
2	Sh. Suraj Prakash	9478364897
3	Smt. Kamlesh Rani	9872975213
4	Sh. Ravi Kumar	9815660965
5	Sh. Bakshish Singh	8728000864
6	Smt. Seema Devi	9646823116
7	Sh. Raj Kumar	9855577990
8	Sh. Vishal Verma	9877080962
9	Sh. Mohan	7888448735
10	Sh. Satish	9914186688
11	Sh. Varinder Singh	9878809011
12	Sh. Gurmukh Singh	7710646202
13	Sh. Parveen Kumar	6284989388
14	Sh. Parveen Kumar	8146090900

15	Sh. Lovepreet Singh	9780970756
16	Sh. Bhupinder Singh Bhandari	9781663106
17	Sh. Bikramjit Singh	9041107924
18	Outsource	
	Jamadar (2 posts) 4900-10680+1400(GP)	
1	Sh. Harnek Singh	9464894847
2	Vacant	
	Ferro Printer (1 Post) 5910-20200+1950(GP)	
1	Smt. Manju Sharma	6280393082
	Photostat Assistant (1 post) 5910-20200+2800(GP)	
1.	Vacant	
	Chowkidar (02 Posts) (4900-10680+1300(GP))	
1	Sh. Amar Singh	9464441867
2	Sh. Onkar Singh	9988170051

ANNEXURE-9

PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(b)(IX) OF THE RIGHT TO INFORMATION ACT, 2005 (Salary of march 2024).

Monthly remuneration received by the officers and employees.

Name of the Department **Chief Engineer, U.T., Chandigarh.**

Sr. No.	Name	Designation	Gross Salary (In Rs.)
1	Er. Chander Bhushan Ojha	Chief Engineer	288946
2	Smt. Jigna K. Sanghadia	Superintending Engineer	277624
3	Sh. Narender Dutt	Superintendent Grade-I	164098
4	Smt. Sanjeev Sharma	Superintendent Grade-I	117095
5	Smt. Uma Rawal	Superintendent Grade-I	171595
6	Smt. Surinder Kaur	Superintendent Grade-II	204420
7	Sh. Sunil Kumar	Superintendent Grade-I	186812
8	Smt. Harjit Kaur	P. A to Chief Engineer	161876
9	Sh. Shiv Kumar	Senior Scale Stenographer	107794
10	Sh. Pawan Kumar Sharma	Executive Engineer	191030
11	Sh. Shiv Kumar Kukreja	Executive Engineer (W&E)	355619
12	Sh. Rajinder Soni	Sub Divisional Engineer	142160
13	Sh. Bhawani Deoli	Sub Divisional Engineer	92233
14	Smt. Jyoti Kondal	Statistical Assistant	107794
15	Sh. Harnek Singh Tiwana	Senior Assistant	127608
16	Smt. Dinesh Kumari	Senior Assistant	98920
17	Smt. Ranjit Kaur	Senior Assistant	110854
18	Sh. Ravi Kumar	Senior Assistant	105132
19	Sh. Gurinder Bir Singh	Senior Assistant	93412
20	Sh. Bhupal Singh	Senior Assistant	96166
21	Sh. Jagbinder Singh	Senior Assistant	96780
22	Smt. Parveen Parasher	Senior Assistant	121394
23	Smt. Laxmi Devi	Senior Assistant	110854
24	Smt. Veena Gupta (Garg)	Senior Assistant	124954
25	Smt. Vandana Thakur	Senior Assistant	98920
26	Smt. Ashu Malhotra	Senior Assistant	144230
27	Sh. Rajwinder Kaur	Senior Assistant	126200
28	Sh. Jagdish Singh	Senior Assistant	98920
29	Sh. Narinder Singh	Senior Assistant	102191
30	Sh. Rakesh Kumar	Senior Assistant	93412
31	Sh. Sandeep Kumar	Senior Assistant	93412

32	Smt. Hema Joshi	Senior Assistant	96160
33	Sh. Chander Pal	Senior Assistant	93412
34	Smt. Sukhdeep Kaur	Senior Assistant	99250
35	Smt. Rajni Rawat	Senior Assistant	90811
36	Sh. Peyush Chopra	Senior Assistant	88210
37	Sh. Rajbir Singh	Senior Assistant	99250
38	Sh. Major Singh	Senior Assistant	99250
39	Sh. Narinder Singh	Senior Assistant	90811
40	Smt. Kavita Ashwal	Senior Assistant	84232
41	Sh. Sunil Kamboj	Senior Assistant	94752
42	Smt. Manjit Kaur	Senior Assistant	94752
43	Smt. Neelam Kumari	Junior Assistant	77500
44	Smt. Nirmla	Junior Assistant	94752
45	Sh. Jitendra Kumar	Junior Assistant	75358
46	Sh. Parteek Sharma	Junior Assistant	75358
47	Sh. Vijay Kumar	Junior Assistant	75358
48	Smt. Nivedita Rawat	Junior Assistant	81964
49	Smt. Renu Sharma	Clerk	70916
50	Smt. Shikha Sharma	Clerk	64036
51	Sh. Sanju	Clerk	75817
52	Sh. Kamal Deep	Clerk	71916
53	Sh. Maninder Singh	Clerk	68110
54	Sh. Sumit Verma	Clerk	41129
55	Smt. Poonam Dagar	Clerk	71916
56	Ms. Asha Negi	Clerk	36649
57	Sh. Manpreet Chandi	Clerk	39918
58	Sh. Salinder Singh	Clerk	41129
59	Sh. Sourabh Soni	Clerk	39918
60	Sh. Saurav Godara	Clerk	39918
61	Sh. Yashdeep Deswal	Clerk	39918
62	Sh. Aman Nain	Clerk	39918
63	Sh. Rajesh Kumar	Circle Head Draftsman	161876
64	Smt. Arvinder Kaur	Circle Head Draftsman	147727
65	Smt. Simrat Pal	Head Draftsman	140078
66	Smt. Ravinder Kaur	Head Draftsman	157205
67	Sh. Kamal Khanna	Head Draftsman	152707
68	Sh. Karambir Singh	Head Draftsman	93412
69	Mrs. Uma Wadhwa	Head Draftsman	157205
70	Smt. Pankaj	Head Draftsman	102191
71	Smt. Alka Goyal	Head Draftsman	128487
72	Sh. Sandeep Sharma	Draftsman	147349
73	Sh. Vikas Gaur	Junior Draftsman	83507
74	Smt. Khushboo Rani	Junior Draftsman	83507
75	Sh. Sushil Kumar	Junior Draftsman	83507

76	Ms. Sandeep Kaur	Steno Typist	44928
77	Ms. Anu	Steno Typist	69697
78	Sh. Rahul Kamboj	Steno Typist	69697
79	Smt. Manju Sharma	Jamadar	69697
80	Sh. Amar Singh	Chowkidar	39403
81	Sh. Onkar Singh	Chowkidar	40610
82	Smt. Seema Devi	Peon	45370
83	Sh. Ravi Kumar	Peon	59806
84	Sh. Harnek Singh	Peon	68802
85	Sh. Sanjeet	Peon	56386
86	Sh. Raj Kumar	Peon	64996
87	Sh. Mohan Lal	Peon	44243
88	Smt. Kamlesh Rani	Peon	47818
89	Sh. Vishal Verma	Peon	49195
90	Sh. Bikramjit Singh	Peon	29917
91	Sh. Bakshish Singh	Peon	59806
92	Sh. Parveen Kumar	Peon	46594
93	Sh. Satish	Peon	37496
94	Sh. Gurmukh Singh	Peon	32518
95	Sh. Varinder Singh	Peon	32518
96	Sh. Lovepreet Singh	Peon	36458
97	Sh. Surak Prakash	Peon	29917
98	Sh. Bhupinder Singh Bhandari	Peon	29917
99	Sh. Parveen Kumar	Peon	36458

ANNEXURE -10

PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(b)(xi) OF THE RIGHT TO INFORMATION ACT, 2005.

(Budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditure and reports on disbursements made)

Name of the Department/Board/Corporation/Institution/Office:
Chief Engineer, UT, Chandigarh.

Sr. No.	Head/Item of the budget	Proposed expenditure during the year (2024-25)	Disbursement made (2024-25)
	Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. (Section 4(1)(b)(xi)]	45011.18 (Rs. In Lacs) 45009.93 (Rs. In Lacs) (expenditure incurred)	Information including budget allotted, disbursement as well as expenditure incurred during the 2024-25 is already available on the official website of http://admser/chd.nic.in/portal-Public Financial Management System (PFMS) head 501-report name: Budget Expenditure for FD.

Note:- The proposed expenditure during the year 2024-25 in the name of B.E.2024-25 and disbursement made 2023-24 in the name of Expenditure incurred is already available on the website of <http://admser/chd.nic.in/portal-Composite> Public Financial Management System(PFMS) hd501 – report name: Budget Expenditure for FD.

ANNEXURE-11

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN
RULE 4(1)(b)(xii) OF THE RIGHT TO INFORMATION ACT, 2005.**

**(The manner of execution of subsidy programmes,
including the amount allocated and the details of beneficiaries of
such programmes.)**

Name of the Department **Chief Engineer, U.T., Chandigarh.**

Sr. No.	Scheme under subsidy given	Manner of execution subsidy programme	Amount allocated (Rs.)	Detail of beneficiaries
1.		Permission to use Leisure Valley for noble cause (By General Section of Chief Engineer office, UT, Chd.)	Nil	

ANNEXURE-12

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN
RULE 4(1)(b)(xiii) OF THE RIGHT TO INFORMATION ACT, 2005.**

**(Particulars of recipients of concessions, permits or
authorizations granted.)**

Name of the Department **Chief Engineer, U.T., Chandigarh.**

Sr. No.	Concessions/Permits/ Authorization grant	Name of recipients	Address of the recipients
1.	Permission for use of Leisure Valley/Sukhna Lake	As per request of the applicants (By General Section of Chief Engineer office, UT, Chd.)	

ANNEXURE -13

PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(b)(IV) OF THE RIGHT TO INFORMATION ACT,2005.

(Details in respect of the information, available, reduced in an electronic form)

Name of the Department/Board/Corporation/Institution/Office:
Chief Engineer, UT, Chandigarh.

Sr. No.	Type of information
1.	Budget allocation and financial achievement.

ANNEXURE -14

PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(B)(IX) OF THE RIGHT TO INFORMATION ACT, 2005)

(Particulars of the facilities available to citizens for obtaining information)

Name of the Department/Board/Corporation/Institution/Office:
Chief Engineer, U.T., Chandigarh.

Sr. No.	Facilities available
1.	Citizen charter is available on the website namely chandigarh.gov.in

ANNEXURE -15

PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(B)(IX) OF THE RIGHT TO INFORMATION ACT, 2005)

**(Names, designations and other particulars of the Public Information
Officers)**

Name of the Department/Board/Corporation/Institution/Office
Office of Chief Engineer, U.T. Chandigarh

Sr No	Name of the Appellate Officer	Designation	Telephone No. (office/ Mobile)	Central Public Information Officer	Designation	Telephone No. Office/ Mobile
1.	Er.C.B Ohja	C.E, UT, Chd	2740029 2708629 7508185419			
2.				Er. Pawan Kumar Sharma	XEN(HQ)	2740091 2591147 8054104519
3.				Sh. Narender Dutt	Superinten dent Gr.-I	2740192 7696305553