

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-organisation 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, UT is the head of the Engineering Department, who is responsible for creating entire infrastructure development of UT, Chandigarh. |
| | | (iii) Vision, Mission and Key objectives | The Electrical Circle is primarily responsible for providing Electrical Installation in all the Govt. residential & non-residentials building and its maintenance thereafter. |
| | | (iv) Function and duties | The department is also responsible for maintaining E.I. which also includes provision of elevators, fire sensing system CCTV etc. at VVIP residence and important building such as Raj Bhawan, Vidhan Sabha, UT Guest House etc. providing street lighting on various cycle Track of the city as well as roads/area under the charge of the Chandigarh 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 | (i) Process of decision making. Identify key decision making points | As per Annexure-2 |

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|-----|--|---|---|
| | decision making process [Section 4(1)(b)(ii)] | (ii) Final decision making authority | As per organization chart. |
| | | (iii) Related provisions, acts, rules etc. | |
| | | (iv) Time limit for taking a decisions, if any | |
| | | (v) Channel of supervision and accountability | |
| 1.4 | Norms for discharge of functions [Section 4(1)(b)(iii)] | (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)(iv)] | (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) (v)] | (i) Categories of documents | As per Annexue-5 |
| | | (ii) Custodian of documents/categories | Establishment Section and Work Section |
| 1.7 | Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(vii)] | (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) (viii)] | (i) Name and designation | As per Annexue-8 |
| | | (ii) Telephone , fax and email ID | |
| 1.9 | Monthly Remuneration | (i) List of employees with Gross monthly remuneration | As per Annexue-9 |

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| | received by officers & employees including system of compensation [Section 4(1) (b) (ix)] | (ii) System of compensation as provided in its regulations | |
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| 1.10 | Name, designation and other particulars of public information officers [Section 4(1) (b) (xv)] | (i) Name and designation of the public information officer (PIO), Assistant Public Information (s) & Appellate Authority (ii) Address, telephone numbers and email ID of each designated official. | As per Annexue-15 |
| 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)(x)] | (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 2019-20 | (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 Not Applicable |

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| | | (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 |
|--|--|---|----------------|

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|-----|--|---|--|
| 2.3 | Manner of execution of subsidy programme [Section 4(i)(b)(xi)] | (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) (xii)] | (i) Concessions, permits or authorizations granted by public authority | As per Annexue-12 |
| | | (ii) For each concessions, permit or authorization granted a) Eligibility criteria b) Procedure for getting the concession/ grant and/ or 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 |
|--------|------|-----------------------|-------------|
|--------|------|-----------------------|-------------|

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|-----|--|--|---------------------------|
| 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 thereof [Section 4(1)(b)(vi)] | Arrangement for consultations with or representation by the members of the public (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 | |
| | | (viii) The process of the selection of the private sector party (concessionaire etc.) | Not applicable |
| | | (ix) All payment made under the PPP project | |
| 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/ | List of materials available (i) Free of cost | Not applicable |

| | | | |
|--|--|---|--|
| | handbook available free of cost or not [Section 4(1)(b)] | (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 (ii) Vernacular/ Local Language | Not applicable |
| 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 in electronic form (ii) Name/ title of the document/record/ other information (iii) Location where available | Department information available on website-chandigarh.gov.in |
| 4.4 | Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)] | (i) Name & location of the facilities (ii) Details of information made available (iii) Working hours of the facility (iv) Contact person & contact details (Phone, fax email) | O/o S.E. Electrical Circle, 5 th Floor, UT Sectt. Chd. 09.30 AM to 05.30 PM As per Annexure-8 |
| 4.5 | Such other information as may be prescribed under section 4(i) (b)(xvii) | (i) Grievance redressal mechanism (ii) Details of applications received under RTI and information provided (iii) List of completed schemes/ projects/ Programmes (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) | In Engineering Department the grievances are being dealt by statistical Assistant with the approval of competent authority. Received- 13 Disposed- 13 Not applicable |
| | | (viii) Any other information such as a) Citizen's Charter b) | |
| | | 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- 13 Disposed- 13 |
| | | (ii) Details of appeals received and orders issued | Received- 01 Disposed- 01 |
| 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 Smt. Surinder Kaur, Supdt. Gr-II First Appellate Authority Sh. Ranjit Singh, Superintending Engineer, Electrical Circle, UT, Chandigarh. |
| | | (ii) | Details of third party audit of voluntary disclosure | - |
| | | | (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 | - |
| | | | (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)

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

Office of S.E. Electrical Circle, UT, Chandigarh.

| 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, UT is the head of the Engineering Department, who is responsible for creating entire infrastructure development of UT, Chandigarh. |
| (iii) | Vision, Mission and Key Objectives | The Electrical Circle is primarily responsible for providing Electrical Installation in all the Govt. residential & non-residentials building and its maintenance thereafter. The department is also responsible for maintaining E.I. which also includes provision of elevators, fire sensing system CCTV etc. at VVIP residence and important building such as Raj Bhawan, Vidhan Sabha, UT Guest House etc. providing street lighting on various cycle Track of the city as well as roads/area under the charge of the Chandigarh 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 -I**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 S.E. Electrical Circle, UT, Chandigarh.

| Sr. No. | Name of the Department/ Board/ Corporation/ Institution | Function and duties (in brief) |
|----------------|--|--|
| 1. | Superintending Engineer, Electrical Circle, UT, Chandigarh | Supervision of execution of various Electrical works related to Electrical Installation in all Govt. Buildings/sites, Residential & Non-residential Buildings. |
| 2. | Superintendents Gr.-II | Superintendents Gr.-II in S.E's office are Head of Sections and they are responsible to supervise the works of their Section and submit their cases to S.E. |
| 3. | Senior Scale Stenographer | - |
| 4. | Circle Head Draftsman | To supervise and check all the technical works procured by divisional Officers before submitting to S.E. for approval and further processing to higher offices. |
| 5. | Draftsman | To check the Estimates, Detail of Estimates, DNITs, tenders, deviations etc. |
| 6. | Junior Draftsman | To assist the Draftsman and maintain the office record and movement of Estimates. |
| 7. | Senior Assistants | Assistants in S.E. 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. |
| 8. | Clerks | The clerks in the S.E. 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. |

ANNEXURE-II

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE
4(1)(b)(ii) 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/Board/Corporation/Institution/Office:-

Office of S.E. Electrical Circle, UT, 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. | Electrical Works | Superintending Engineer, UT, Chd. | Chief Engineer, UT, Chd. | Secretary Engineering, UT, Chd. |

ANNEXURE-III

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:-
Office of S.E. Electrical Circle, UT, Chandigarh.

| S. No. | Item of Work | Norms set by the Department (No. of days taken for decision making) |
|---------------|---------------------|--|
| 01 | Electrical Works | As per norms laid down in CPWD Manual applicable for the execution of the works. |

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

(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 S.E. Electrical Circle, UT, Chandigarh.

| Sr. No. | Name of the Act | Name of the rules | Name of the Manuals | Instructions | Any other record/ Document |
|---------|---|--|--|--|----------------------------|
| 1. | <p>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:</p> <p>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</p> | <p>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</p> | Still awaited from DOP, UT, Chandigarh | Instructions as contained in the Manuals and as placed on the website www.Chandigarh.gov.in | |

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

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

Name of the Department/Board/Corporation/Institution/Office:-
Office of S.E. Electrical Circle, UT, Chandigarh.

| Sr.No. | Category of documents |
|--------|---|
| 1. | To allocate Budget received form Chief Office |
| 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 Junior Engineers/Circle Head Draftsman/Draftsman/ Junior Draftsman |
| 8. | ACRs of Ministerial staff of Electrical Circle |

ANNEXURE-VI**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(b)(vi) 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: -

Office of S.E. Electrical Circle, UT, Chandigarh.

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

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

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

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

Office of S.E. Electrical Circle, UT, 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) |
|---------|-------------------------|---------------------|-----------------------|---|--|--|
| - | - | - | NA | - | - | - |

ANNEXURE VIII**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE
4(1) (B) (VIII) OF THE RIGHT TO INFORMATION ACT, 2005)****(Directory of the officers and employees)**

Name of the Department/Board/Corporation/Institution/Office: -
Office of S.E. Electrical Circle, UT., Chandigarh.

| S.No. | Name and Designation | Telephone No. 2740193 |
|--------------|---|----------------------------------|
| | Superintending Engineer (1 post) | |
| 1 | Er. Ranjit Singh, Superintending Engineer | 7508185485 |
| | Superintendent Grade –II (2 posts) | |
| 1 | Smt. Surinder Kaur | 9988211429 |
| 2 | Smt. Sunita Rana | 8558072369 |
| | Circle Head Draftsman (1 post) | |
| 1 | Sh. Amit Bhandari | 9592747474 |
| | Senior Assistant (6 posts) | |
| 1 | Sh. Bhupinder Pal Rattan | 9872004373 |
| 2 | Sh. Davinder Singh | 9041789610 |
| 3 | Smt. Rani Dhir | 9417926668 |
| 4 | Smt. Shashi Sharma | 9878604584 |
| 5 | Smt. Sangeeta Bala | 9988978717 |
| 6 | Sh. Yogesh Kumar | 9815613539 |
| | Clerk (11 posts) | |
| 1 | Sh. Mandeep Sama | 7814777700 |
| 2 | Sh. Gaurav Kumar | 8586853891 |
| 3 | Sh. Rubinder Singh | 8968268222 |
| 4 | Sh. Vipul Kumar Chauhan | 7500245474 |
| 5 | Sh. Rajan Verma | 7011980952 |
| 6 | Sh. Kuldeep Singh | 9914199068 |
| 7 | Ms. Harmandeep Kaur | 9056266796 |

| S.No. | Name and Designation | Telephone No. 2740193 |
|--------------|-----------------------------|----------------------------------|
| 8 | Vacant | - |
| 9 | Vacant | - |
| 10 | On Outsource | - |
| 11 | On Outsource | - |
| | Daftri (1 post) | |
| 1 | Sh. Sukhpal Singh | 9914535734 |
| | Jamadar (1 post) | |
| 1 | Sh. Naresh Kumar | 9988752728 |
| | Peons (4 posts) | |
| 1 | Sh. Krishan Kumar | 7508926322 |
| 2 | Smt. Amandeep Kaur | 9779952861 |
| 3 | Vacant | - |
| 4 | Vacant | - |

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

(Monthly remuneration received by the officers and employees)

Name of the Department:-Office of S.E. Electrical Circle, UT, Chandigarh.

| S.No. | Name | Designation | Emoluments |
|--------------|---------------------|-------------------------|-------------------|
| 01 | Er. Ranjit Singh | Superintending Engineer | 209220/- |
| 02 | Smt. Surinder Kaur | Superintendent Gr-II | 74768/- |
| 03 | Smt. Sunita Rana | -do- | 60137/- |
| 04 | Sh. Amit Bhandari | Circle Head Draftsman | 66611/- |
| 05 | Sh. Davinder Singh | Senior Assistant | 55287/- |
| 06 | Sh. Bhupinder Singh | -do- | 67787/- |
| 07 | Smt. Rani Dhir | -do- | 67880/- |
| 08 | Smt. Sangeeta Rani | -do- | 61487/- |
| 09 | Sh. Yogesh Kumar | -do- | 54376/- |
| 10 | Sh. Mandeep Sama | Clerks | 34603/- |
| 11 | Sh. Gaurav Kumar | -do- | 34603/- |
| 12 | Sh. Rubinder Singh | -do- | 34603/- |
| 13 | Sh. Vipul Chauhan | -do- | 34603/- |
| 14 | Sh. Rajan Verma | -do- | 34603/- |
| 15 | Sh. Kuldeep Singh | -do- | 34603/- |
| 16 | Ms. Harmandeep Kaur | -do- | 34603/- |
| 17 | Sh. Sukhpal Singh | Daftri | 45220/- |
| 18 | Sh. Naresh Kumar | Jamadar | 53582/- |
| 19 | Sh. Krishan Kumar | Peon | 28017/- |
| 20 | Smt. Amandeep Kaur | -do- | 27017/- |

ANNEXURE -X**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(b)(x) 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:-
Office of S.E. Electrical Circle, UT, Chandigarh.

| Sr. No. | Head/Item of the budget | Proposed expenditure during the year (2023-24) | Disbursement made (2022-23) |
|----------------|---|--|--|
| 1. | Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. (Section 4(1)(b)(xi) | 6254.57 (Rs. In lacs) 6254.57 (Rs. in lacs) Expenditure incurred | Information including budget allotted, disbursement as well as expenditure incurred during the 2023-24 is already available on the official website of http://admser/chd.nic.in/portal-Public Financial Management system(PFMS) head 512- report name Budget Expenditure for FD . |

Note:- The proposed expenditure during the year 2023-24 in the name of B.E.2023-24 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\(PFMS\)](http://admser/chd.nic.in/portal-Composite Public Financial Management System(PFMS))

ANNEXURE-XI

PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(b)(xi) 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/Board/Corporation/Institution/Office:-

Office of S.E. Electrical Circle, UT, Chandigarh.

| Sr. No. | Scheme under subsidy given | Manner of execution subsidy programme | Amount allocated (Rs.) | Detail of beneficiaries |
|---------|----------------------------|---------------------------------------|------------------------|-------------------------|
| 1. | - | NA | - | - |

ANNEXURE-XII

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

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

Name of the Department/Board/Corporation/Institution/Office:-
Office of S.E. Electrical Circle, UT, Chandigarh.

| Sr. No. | Concessions/Permits/ Authorization grant | Name of recipients | Address of the recipients |
|---------|--|--------------------|---------------------------|
| 1. | - | NA | - |

ANNEXURE -XIII

PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(b)(III) 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:-
Office of S.E. Electrical Circle, UT, Chandigarh.

| Sr. No. | Type of information |
|----------------|---|
| 1. | Tender Notice published on Internet as well as leading Newspaper by Division under this office of Superintendence |

ANNEXURE -XIV

PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(B)(xiv) 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:-
Office of S.E. Electrical Circle, UT, Chandigarh.

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

ANNEXURE -XV**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(B)(xv) 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 S.E. Electrical Circle, UT, Chandigarh.

| Sr No | Name of the Appellate Officer | Designation | Telephone No. (office/ residence/Mobile) | Central Public Information Officer | Designation | Telephone No. Office/ Residence/Mobile |
|-------|-------------------------------|--|--|------------------------------------|----------------------|--|
| 1. | Er. Ranjit Singh | S.E. Electrical Circle, UT, Chandigarh | 2740193 | Smt. Surinder Kaur | Superintendent Gr-II | 2740193/ 9988211429 |

