



BRIHANMUMBAI MAHANAGARPALIKA

Section 4 Manuals as per provision of
RTI Act 2005 of 'N' Ward

ASSTT. ENGINEER(MAINT.) DEPARTMENT

Address - Office of Asstt. Engineer (Maint),
1st Floor, 'N' Ward Building,
Jawahar Road, Ghatkoper (East),
Mumbai – 400 077.

INDEX

Sr, No.	Section 4 (1) B Sub Clauses	Description of the Chapter's Contents	Page No.
		Introduction	3 – 4
1	4 (1) (b) (i)	Particulars of Organization, Function and Duties	5-13
2	4 (1) (b) (ii)	Powers and Duties of Officers and Employees	14 – 35
3	4 (1) (b) (iii)	Procedure followed in Decision Making Process including Channels of supervision and accountability	36 – 44
4	4 (1) (b) (iv)	Norms set for discharge of its functions	45
5	4 (1) (b) (v)	The rules, regulation, instruction, manuals and records, held by it or under its control or used by the employees for discharging department functions	46
6	4 (1) (b) (vi)	Statement of categories of documents that are held and under the control of the office of Asstt. Engineer (Maint.)	47 – 48
7	4 (1) (b) (vii)	Particulars of any arrangement that exists for consultation with the members of the public in relation to the formulation of the department's policy and implementation thereof.	49
8	4 (1) (b) (viii)	A Statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or far the purpose of its advice, and as to whether meetings of those boards, councils, committees and other bodies are open to the public or the minutes of such meetings are accessible for public.	50
9	4 (1) (b) (ix)	Directory of the officers and employees	51
10	4 (1) (b) (x)	The monthly remuneration received by each of its officers and employees including the system of compensation as provided in its regulations.	52– 54
11	4 (1) (b) (xi)	The Budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursement made.	55 – 56
12	4 (1) (b) (xii)	The manner of execution of subsidy programs, including the amounts allocated and the details of beneficiaries of such programs.	57
13	4 (1) (b) (xiii)	The particulars of recipients of concession, permits or authorizations granted by department.	58
14	4 (1) (b) (xiv)	Details in respect of the information available to or held by it, reduced in an electronic form.	59
15	4 (1) (b) (xv)	The particulars of facilities available to citizens for obtaining information including the working hours of a library or reading room	60
16	4 (1) (b) (xvi)	The names, designations and other particulars of the Public Information Officers	61
17	4 (1) (b) (xvii)	Such other information as may be prescribed.	62 - 70

Introduction

Assistant Engineer (Maintenance)

The right to information is implicitly guaranteed by the Constitution. However, with a view to set out a practical regime for securing information, the Indian Parliament enacted the Right to Information Act, 2005 and thus provided a powerful tool to the citizens to get information from the Government as a matter of right. This law is very comprehensive and covers almost all matters of governance and has the widest possible reach, being applicable to Government at all levels- Union, State and Local as well as recipients of government grants.

The basic object of the Right to Information Act is to empower the citizens, promote transparency and accountability in the working of the Government and make our democracy work for the people in real sense. The Act is a big step towards making the citizens informed about the activities of the Government.

The Act requires the Government authority to compile a handbook in easily comprehensible form and to update it from time to time under **Section 4(1) b** sub clauses i to xvii (17 Manuals). The objective of publishing 17 Manuals is the proactive disclosure of the information/records held by Govt. Authority for the information seekers. The office of Assistant Engineer, Maintenance, 'N' ward is hereby publishing the Handbook for 17 Manuals as required under RTI Act 2005 to promote transparency and accountability in the working of the department & to give easy access to the information seekers to the information & records held by this office.

This handbook contains introduction about the department along with particulars of its functions, duties, objectives & vision. It further elaborates about the duties, powers delegated to its officers & employees. The procedure followed in decision-making process, accountability of concerned officers, norms set for discharge of its function along with Acts, related rules/regulations are further described in detail. It also contains the Statement of Categories of documents held by this office, directory & remuneration of its officers and employees. The details of budget allocation & its disbursement, particulars of permits issued, facilities available for citizens & details of PIO/Appellate authority is also published for information.

This consolidated updated handbook on 17 Manuals of the Act would help all the information seekers in getting information. However, in case any information seeker wants to get more information on topics covered in the handbook as well as other information may contact Assistant Engineer (Maintenance), 'N' ward whose office is situated at 'N' ward office, 1st floor, Jawahar Road, Ghatkoper (East), Mumbai-400 077. The procedure and fee structure for getting information is as per the provisions of RTI Act, 2005.

The Municipal Corporation of Greater Mumbai has decentralized most of the main departments and placed the relevant sections of these departments under the Assistant Commissioner at ward level. Maintenance department is an important department in the Ward

Office and it is operated by the Sub Engineers and Junior Engineers working under the Assistant Engineer (Maintenance) is under administrative control of Assistant Commissioner.

The Assistant Engineer (Maintenance) is the sectional Head of Ward who is responsible for the Maintenance of Municipal roads & properties with the help of departmental artisans and approved private contractors. He has to take appropriate action on the unauthorized constructions detected on Roads & footpaths. This department issues various permissions like Mandap Permission, Trench permission etc. as per various norms.

Beat wise responsibility of the electoral wards rests with the Jr. Engineers. The Jr. Engineers works under the supervision of the Sub Engineer & the control of Assistant Engineer. The preview of this department is quite extensive and the staff such as Mukadam & Labours in Roads & Repair sections, Mistry, Carpenter, Mason, Blacksmith, Plumber etc work in this department. Material required for the various departmental works is provided by Store Clerk.

As per Central Right to Information Act 2005, Assistant Engineer Maintenance is appointed as Public Information Officer for Maintenance department and as per Maharashtra Public Records Act-2005 and Maharashtra Public Records Act Rules -2007, he is designated as Record Officer for Maintenance Dept.

**Assistant Engineer (Maint.)
'N' ward**

SECTION 4 (1) (b) (i)

The particulars of functions & duties of the public authority

1	Name of the Section	Office of Assistant Engineer (Maintenance)
2	Address	1 st floor, 'N' ward office Building, Jawahar Road, Ghatkoper (East),, Mumbai- 400 077.
3	Head of the office	Assistant Engineer, Maintenance
4	Office Timings	Monday to Friday 8.00 a.m. to 12.00 noon and 2.30 P.M. to 5.30 p.m. Saturdays 08.00am to 11.30 am Visiting Hours - (Monday – Friday) 03.00 p.m. to 05.00 pm Holidays- Sunday & Public Holidays
5	Chowky Timings	07:30 am – 2:30 pm
6	Contact Details	Telephone no : 25010161 - 65 Extn: 107 (AEM—I) & 116 (AEM-II). Email Asst. Eng - aemaint.n@mcgm.gov.in aemaint02.n@mcgm.gov.in Email Sub Eng - semaint01.n@mcgm.gov.in
7	Parent Government Department	City Engineer
8	Reporting to which office	Assistant Commissioner, 'N' Ward Ward Ex. Engineer, 'N' Ward
9	Jurisdiction Geographical	'N' ward is bounded by the (East) Thane Creek, (West) From Netaji Palkar Marg along Ghatkopar and Vikroli Hills upto Varsha Nagar of Park Site Colony,(North)-from the end of Varsha Nagar along the western boundary of Godrej Co., 17th Road,(Park Site Colony) along L.B.S. Marg meeting Vikroli Station, (West) Upto Vikroli Station & along Phirozshah Godrej Marg upto the Nalla and Thane Creek South to Kannamwar Nagar, (South)-Netaji Palkar Marg, Khalai village, Nathani Steel Yard, South of Chitranjan Nagar, Hindu, Cemetry upto the nalla near Ghatkopar pumping Station.
10	Vision	1. Well maintained Roads 2. Well maintained Municipal Properties
11	Mission	To Repair & Maintain Roads, Footpath & Municipal Properties in Ward.
12	Objectives	To Repair & Maintain Roads and Footpath & Municipal Properties.
13	Functions	(a) Repair & Maintenance of Roads & Footpath in Ward. (b) Repair & Maintenance of Municipal Properties in purview of the Estate Department. (c) To demolish the unauthorized encroachments on footpath, roads & Municipal Plots.

		<p>(d) Issuance permits to the excavation of trenches on roads to the various utility services & various departments of MCGM.</p> <p>(e) Granting of Mandap Permission for social & regional purpose on Roads, Footpath & Municipal Properties.</p> <p>(f) Granting of Ganapati Mandap Permission on Roads, Footpath & Municipal Properties.</p> <p>(g) Granting of Film shooting permission on Municipal Roads.</p> <p>(h) Improve roads under Section 63 (K) of MMC Act.</p> <p>(i) Acquire the Setback area of the road & merge the same into the road.</p> <p>(j) Remove Bottlenecks.</p> <p>(k) Action in respect of dangerous Municipal buildings.</p>
14	Details of Services provided (In Brief)	<p>1. Trench Permission : -</p> <ul style="list-style-type: none"> • Issuance of permits for the excavation of trenches on roads to various utility Services & Various departments of MCGM is granted as per Trench Guideline Circular Policy issued by Municipal Commissioner u/no. MGC/F/9974 dated 04.02.2013 • Permission for laying augmentation of the utility pipelines / cables shall be granted only during the fair season starting from 1st October till 15th April. For trench exclusively on footpath / paver blocks, the permission shall be granted upto 30th April. • From 16th April to 30th September, for the fault repair, sanction of Zonal D.M.C. shall be obtained as far as possible before undertaking excavation. • As per recent circular vide no. MGC/F/9974 dated 04.02.2013

2. Issuance of Ganpati Mandap Permission is granted as per Circular u/no MDF / OD / 8358/Gen dt. 11.06.2013.

3. Issuance of Film Shooting permission.

4. Bottleneck :-

- Bottleneck means construction, narrowing, obstruction, congestion, block, partially/total blockage which leads to traffic congestion, traffic clogging problems started due to precipitant.
- Reference Circular – AMC/ES/D/168 (ChE/1876/DPC/Gen) Dated 25.02.2004.
- Recently we are using MRTP 56 clause.(Power to require removal of authorized development or use.)
- (AMC/ES/9141 dt. 14.10.2011.

5. 63 K Road :-

- Arising out of representation from residents of private layouts and Public representatives, that layout residents are paying Municipal taxes and therefore roads should be maintained by MCGM.
- Reference Circular ChE/1484/Roads Dated 16.05.2009

(l) As per the circular 1/3 cost of up gradation shall be borne by Co. Op. Hsg. Society of Residents, 2/3 cost by MCGM and the private street shall be declared public under section 306 of MMC Act 1888 before taking up the works. However, in case 1/3 construction cost is not deposited by Co. Op. Hsg. Society / Federation of Societies and roads in private layout are to be improved using Municipal Funds, M.P./MLA funds then sanction under section 63 K

6. Departmental Maintenance :-

- Beat wise responsibility of the electrol wards rests with the Junior Engineers. The Junior Engineers works under the supervision of the Sub Engineer and the control of Asstt. Engineer. The Junior Engineer reports to his chowky along with his workmen at 7.30 a.m. the labour distribution is carried out after singing the muster at 7.30 a.m.
- A group of workmen (gang) comprising of 2 to 3 labours, the skilled labours such as mason, carpenter and plumber is formed and additional labours as per the extent of jpb is provided to that gang. A job Slip is issued to gang to carryout various day to day work. The job Slip is prepared by the Junior Engineer according to nature and priority of complaint and it is signed by Mistry and the Junior Engineer. The address of Municipal property where the work is to be carried out, nature of work and the number of workmen is mentioned in the job slip.
- Generally, sufficient material is brought to the chowkies from the Central Store. The non-scheduled items are also procured by following due procedures or by calling for the quotations, from the open market. The material thus procured is stocked in the store and is in possetion with supervision / clerk. This material is transported to the work site in Municipal vehicles.
- Junior Engineers, Mistry / Mukadam visit the work site, at least once, for supervision and guidance. The Junior Engineer reports to the office to attend the office work in the afternoon session between 2.30 p.m. to 5.30 p.m

7. E-Tendering :-

- Preparation of Estimate by J.E.

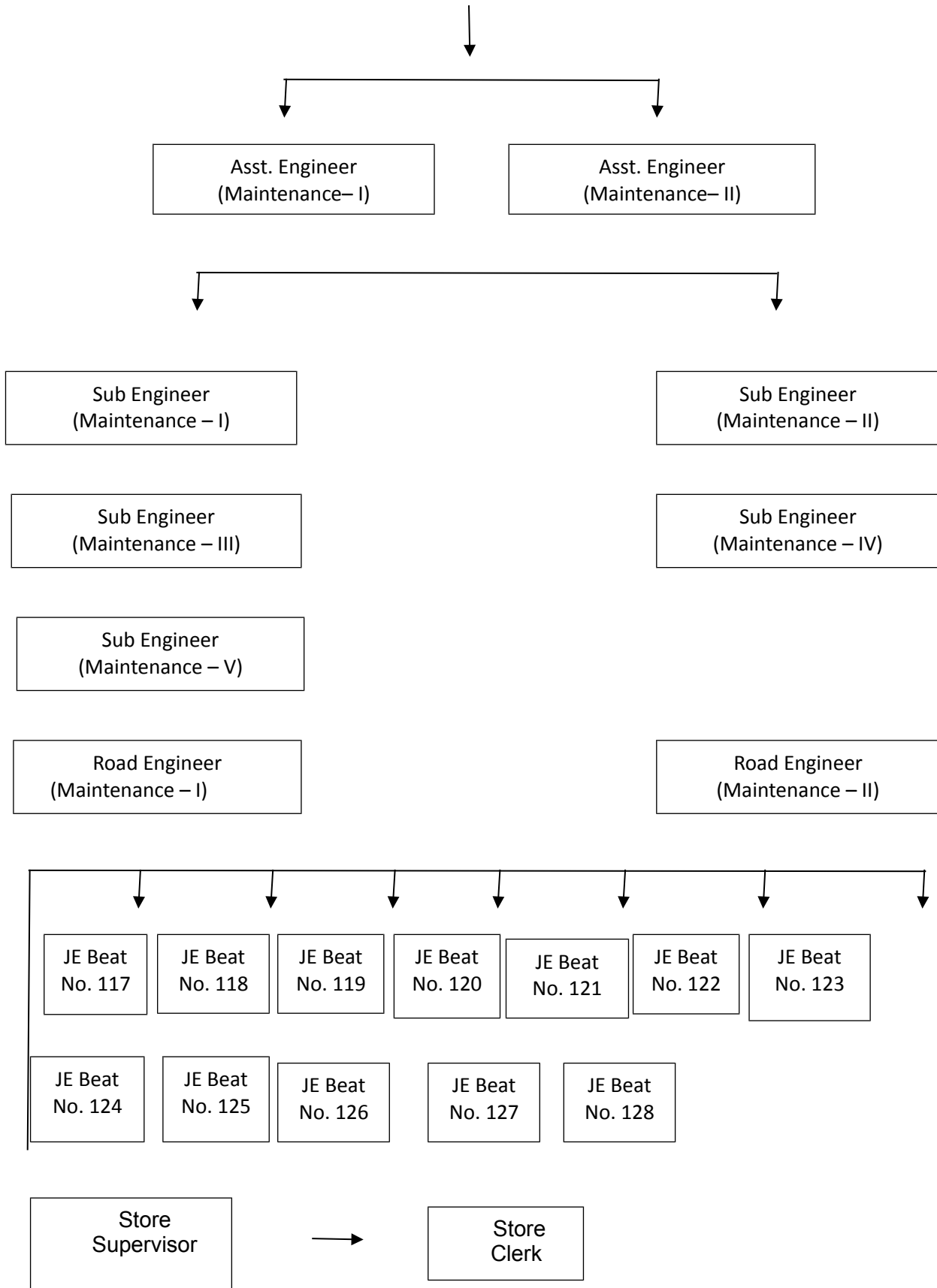
- Obtain Administrative approval from ward Committee or DMC etc.
 - Estimate is uploaded in SAP System in J.E. or SE's ID (R3 Module)
 - BID is created by S.E. using their ID. SRM Module E tendering.
 - BID is forwarded to E.E. Ward for approval & publishing on Municipal Website.
 - Ward E.E. Publish the Tender (SRM E tender login Approval)
 - List of Bidder and letter to successful 1st Lowest Bidder with 5 % contract amount to deposit with MCGM.
 - Release P.O. Amount by A.O.
 - PO is created by A.E. in SAP Module.
 - Create Contract by E.E. ward in SAP System.
 - PO is generated by A.E. in SAP and released by E.E. Ward.
 - PO printout is taken by AE and issued to Bidder .
8. Mahatma Gandhi Pathkranti Yojana:-
- It is a scheme to clear the footpath of encroachment.
 - Certain roads are identified in each ward.
 - Cutoff date is 01.01.1995.
 - The eligible hutment dwellers are offered alternate accommodation.
 - To draw lottery to decide alternate accommodation in presence of all eligible

		<p>hutments dwellers.</p> <ul style="list-style-type: none"> • After shifting mass demolition to be carried out. • The footpath so cleared should be immediately developed for public usage. • AMC/ES/944/IV dated 31.03.2012 • DMC/RE/Z.Su/4274 dated 26.02.2013.
15	Organization's structural Chart	(Page No.12)

Details of Departmental Chowky in Asstt. Engineer (Maint) Section

Sr. No.	Type	Name of Chowy	Address of Chowy	Contact No.
1	Road Drainage /	Ghatkoper(East), Rajawadi Chowky	Rajawadi Hospital compound, Vidyavihar (East), Mumbai	NIL
2	Road Drainage &	Ashiyad LBS Chowky	LBS road near Ashiyad Hotel, Ghatkoper (West), Mumbai	NIL
3	Repair	Barvenagar Chowky	R.B.Kadam marg, Barvenagar, Bhatwadi, Ghatkoper (West), Mumbai	NIL
4	Repair	Parksite Chowky	Vikhroli Parksite road no. 1, Vikhroli (West), Mumbai	NIL

Organization's structural Chart of Office of Assistant Engineer (Maintenance) 'T' Ward



Department – Asstt. Engineer (Maint)				
Sr. No.	Post	Scheduled Post	Occupied	Vacant

1	Assistant Engineer	2	2	-
2	Sub Engineer	6	6	-
3	Road Engineer	4	2	2
3	Junior Engineer	13	13	-
4	D.A.	3	3	-
5	Labours	370	278	92
6	Mistry(I)	-	-	-
7	Mistry(II)	4	2	2
8	Carpenter (I)	-	-	-
9	Carpenter(II)	5	2	3
10	Painter	1	-	1
11	Mason(I)	-	-	-
12	Mason(II)	6	3	3
13	Mason(III)	-	-	-
14	Painter(II)	-	-	-
15	Mukadam	44	33	10
16	Plumber(I)	-	-	-
17	Plumber(II)	-	-	-
18	Road Roller driver	3	-	3

SECTION 4 (1) (b) (ii)

The powers of officers and employees in the office of Assistant Engineer (Maintenance)

A – Financial Powers

Sr. No.	Designation	Powers-Financial	Under which legislation / rules / orders / GRs	Remarks
1	Assistant Engineer (Maintenance)	Rs.3000/-	As per the circular no: CA/FRD/I/48, dated : 31/01/2013	
		Rs. 3,00,000/-	--	To scrutiny of Estimate
2	Sub Engineer (Maintenance)	Nil	N.A.	
3	Junior Engineer (Maintenance)	Nil	N.A.	

The powers of officers and employees in the office of Assistant Engineer (Maintenance)

B - Administrative Powers

Sr. No	Designation	Powers -Administrative	Under which legislation / rules / orders / GRs	Remark
1	Assistant Engineer (Maintenance)	Please refer to Delegation of powers to Asstt. Engineer (Pg. No 24-28)	1. MMC Act 1888 2. MRTP Act 1966	
2	Sub Engineer (Maintenance)	Please refer to Delegation of powers to Sub Engineer on (Pg. No 29-31)	1. MMC Act 1888 2. MRTP Act 1966	
3	Junior Engineer (Maintenance)	Please refer to Delegation of powers to Junior Engineer on (Pg. No 32-34)	1. MMC Act 1888 2. MRTP Act 1966	

The powers of officers and employees in the office of Assistant Engineer (Maintenance)

C – Magisterial Powers

Sr. No.	Designation	Powers -Magisterial	Under which legislation / rules / orders / GRs	Remarks
1	Assistant Engineer (Maintenance)	Nil	N.A	
2	Sub Engineer (Maintenance)	Nil	N.A	
3	Junior Engineer (Maintenance)	Nil	N.A	

The powers of officers and employees in the office of Assistant Engineer (Maintenance)

D - Quasi Judicial Powers

Sr. No.	Designation	Powers- Quasi Judicial	Under which legislation / rules / orders / GRs	Remarks
1	Assistant Engineer (Maintenance)	Appointed as Public Information Officer under RTI Act,2005	Circular No. MOM/8957 dtd: 02.01.2006	
2	Sub Engineer (Maintenance)	Nil	N.A	

The powers of officers and employees in the office of Assistant Engineer (Maintenance)

E – Judicial Powers

Sr. No.	Designation	Powers -Judicial	Under which legislation / rules / orders / GRs	Remarks
1	Assistant Engineer (Maintenance)	Nil	N.A	
2	Sub Engineer (Maintenance)	Nil	N.A	
3	Junior Engineer (Maintenance)	Nil	N.A	

The duties of officers and employees in the office of Assistant Engineer (Maintenance)

ASSISTANT ENGINEER (MAINTENANCE)

Asstt. Engineer (Maintenance) of the ward work as per Mumbai Municipal Act, 1888, Maharashtra Regional & Town Planning Act, 1966. His work includes repairs and maintenance of Municipal Roads, Footpath, Ward Offices, Staff Quarters, Estate properties, Municipal Chowkies, Depots, Maternity Homes, Dispensaries, PSC Blocks, Municipal Cemeteries, Fire Brigade, Schools, Welfare Centre, Conservancy Chawls, either departmentally or through the e-tendering. He Issues Trench permission, Ganpati Mandap, Social & Religious Mandap Permission, Shooting Permission, acquire setback area of the road & merge the same into the Road, Remove Bottleneck, demolish unauthorized encroachments on Municipal Roads, Footpath & Municipal properties.

Assistant Engineer (Maintenance) of the ward is responsible to Assistant Commissioner of the Ward and Zonal Dy.Municipal Commissioner for day-to-day work of the department in respect of administrative and policy work. He is also responsible to Ward Executive Engineer in respect of technical matters..

Asstt. Engineer (Maintenance) of the ward is assisted by Junior Engineer & Sub-Engineers to execute daily work. Respective Roads & Repairs Labour, Mukadam, Mistry, Carpenter, Mason, Plumber etc. help Junior Engineers & Sub-Engineers of the department to attained day to day complaints received.

Asstt .Engineer (Maintenance) of the Ward executes following duties/works from his staff working under his control:-

1. Exercise full control over the executive as well as the clerical and labour staff working in his section and ensure that all of them function efficiently.
2. Issuance of Trench permissions to various utilities as wel as to various departments of MCGM.
3. Issuance of Film shooting permission on Municipal Roads & properties.
4. Issuance of Ganpati Mandap/Navratri/Social /Religious permission on Municipal Roads & properties.
5. To acquired set back, bottle neck & Road Line.
6. To remove the encroachments on roads with the help of Sub Engineers and Jr. Engineers.
7. To supervise the work of store supervisor, store clerk and the labours in the store and insure smooth functioning of the store.

8. To ensure that the necessary information is furnished to the concerned officers, in time and to take action on the defaulting staff, in case of delay.
9. To put up indents for the store item after discussion with the Sub Engineers and arrange for the requisite stock and to check for its quality and quantity. Material Checking norms.
 - 25 % of the store items, once in three months
 - 25 % of the depot items, once in three months
 - To dispose off the scrap material by following due procedure.
10. To carry out inspection to assess the condition of major roads.
11. To ensure prompt disposal of the complaints. To check the registers and daily diaries, at least fortnightly and monthly, respectively.
12. To exercise control on the municipal funds available, with the help of Head Clerk (Expenditure) and distribute the said funds among the Sub Engineers, appropriately and make them responsible for the utilization of funds.
13. To implement the orders issued by higher authorities.
14. To take appropriate action on the unauthorized constructions, detected on municipal roads & footpath.
15. To take timely action of propping, cordoning and demolition of dilapidated municipal buildings. To serve demolition notices on receipt of orders from the Executive Engineer or higher authorities.
16. To check at least 20 % of mass supply of materials and the contract bills. To check the estimate pertain to the repairs of municipal buildings, roads, etc. prepared by the Jr. Engineers & Sub Engineers.
17. To accept and serve notices under various Municipal Acts and take necessary action in the matter.
18. To visit major works in the ward at least once in a week.
19. To maintain the municipal properties and other buildings in the purview of the Estate Department (e.g. School, Hospitals, etc.)
20. To co-ordinate with the Law officers as regards the Court-case lodged by the MCGM or the matters against MCGM.
21. To get dilapidated municipal building vacated with the assistance of Police.
22. To visit the sites where labourers work and check on mustering once a month.

23. To co-ordinate with Central Agency as regards major repairs of municipal properties and maintenance of major roads.
24. To attend Ward Committee meetings in the ward office.
25. Review of SAP Complaints
26. Review of MCL A/B/C.
27. Review of MC-P.G. Cases
28. Review of Outstanding Audit Notes (Once monthly with MCA staff)
29. Review of pending Union problems (Once in Two months)
30. Enquiry procedure.
31. To maintain Daily Diary.

To execute above mentioned works Labours, Mukadams, Mistry, Junior Engineers Sub-Engineers inspect their respective sub-sections and report to the Asstt. Engineer (Maintenance) of the ward. Based on these reports, further necessary actions are taken by the Asstt. Engineer and the Asstt. Commissioner of the ward and under guidance of the Ward Executive Engineer in case of technical matters. Following registers are maintained by the office of the Asstt. Engineer (Maintenance) of the ward :-

1. Notice Register
2. Demolition Register
3. Property Register
4. Set back Register
5. R.T.I. Register
6. MCL A/B/C Register
7. Mandap Permission Register
8. M.C.A. Audit Register
9. F.R.D. Audit Register
10. P.R.D. Audit Register

DUTIES OF SUB-ENGINEER (MAINTENANCE)

- 1) He shall be subordinate to the Asstt. Engineer and shall carry out their orders in general.
- 2) Supervision on departmental works.
- 3) To supervise each work under him at the start, during execution, completion and frequently as necessary.
- 4) Supervision on Funds available under various budget heads.
- 5) Timely submission of payments, bills and adjustments.
- 6) Site visit for major faults in the Municipal Buildings
- 7) Consolidation of revenue and outstanding requisition.
- 8) Supervision on employee muster books in order to see that the staff reports on duty in time and the fault entries are not made.
- 9) To check leave and service record and "Dead Stock" register and get them updated.
- 10) To ensure timely action in Court matters and order.
- 11) He shall draft replies to the complaints or references received in his section.
- 12) He shall attend the Courts as and when required for giving evidence helping the Sub. Engineer in conduction cases etc.
- 13) To take action against unauthorized structures / unauthorized developments on Municipal lands etc. as per M.M.C.Act and M.R.T.P. Act and as per the policy guidelines issued by time to times by the administration.

To exercise, perform and discharge duties entrusted under Section 68(Municipal officers may be empowered to exercise certain powers, etc, of the Commissioner.) of M.M.C. Act as per the authority issued by Zonal D.M.C

- 1) He shall attend the various functions organized by the administration such as Disaster Management Plan, Swachhata Abhiyan, Anti Flooding Duties, Mahapaur Daud, Cleansing Camps, Advance Locality Management etc.
- 2) To maintain Daily Diary.
- 3) To maintain various registers such as :-
 1. Notice Register
 2. Demolition Register
 3. Property Register
 4. Set back Register
 5. R.T.I. Register
 6. MCL A/B/C Register
 7. Mandap Permission Register
 8. M.C.A. Audit Register

DUTIES OF JUNIOR -ENGINEER (MAINTENANCE)

- 1) He shall be subordinate to the Asstt. Engineer & Sub Engineer and shall carry out their orders in general.
- 2) Supervision on departmental works.
- 3) To supervise each work under him at the start, during execution, completion and frequently as necessary.
- 4) Supervision on Funds available under various budget heads.
- 5) Timely submission of payments, bills and adjustments.
- 6) Routine site visit in his jurisdictional area.
- 7) Attending Site chowky and control the labours working under him.
- 8) To check leave and service record and "Dead Stock" register and get them updated.
- 9) To ensure timely action in Court matters and order.
- 10) To carry out joint inspection along with various utilities.
- 11) He shall draft replies to the complaints or references received in his section.
- 12) He shall attend the Courts as and when required for giving evidence helping the Sub. Engineer in conduction cases etc.
- 13) To take action against unauthorized structures / unauthorized developments on Municipal lands etc. as per M.M.C.Act and M.R.T.P.Act and as per the policy guidelines issued by time to times by the administration.
- 14) To exercise, perform and discharge duties entrusted under Section 68 of M.M.C.Act as per the authority issued by Zonal D.M.C
- 15) He shall attend the various functions organized by the administration such as Disaster Management Plan, Swachhata Abhiyan, Anti Flooding Duties, Mahapaur Daud, Cleansing Camps, Advance Locality Management etc.
- 16) To maintain various registers such as :-
 1. Notice Register
 2. Demolition Register
 3. Property Register
 4. Set back Register
 5. R.T.I. Register
 6. MCL A/B/C Register
 7. Mandap Permission Register
 8. M.C.A. Audit Register

DELEGATION OF POWERS TO ASSISTANT ENGINEER

Under Section 68 of the Mumbai Municipal Corporation Act 1888 as amended up to date, Asstt Engineer (Maintenance) is hereby empowered to exercise, perform and discharge under the control and subject to the revision of the Commissioner, the several powers, duties and functions conferred or imposed upon or vested in the Commissioner by the several Sections, Sub-Sections and Clauses of the said Act herein below mentioned :-

EXPLANATION :- The entries in the second column of the below table headed 'Nature of powers' etc. are not intended as definitely described in Sections, Sub-Sections and Clauses mentioned in the first column or even as abstracts of those sections, sub-sections and clauses, the numbers of which are given in the first column.

Sections	Nature of Powers, Duties and Functions delegated
84 & 85(1)	(e) Grant Casual Leave to the inferior staff working under him upto the limit allowed by any rules for the time being in force. (f) Grant leave without pay admissible under the Rules to the Labour staff. To appoint when necessary, persons to act in place of employees who are absent on leave.
112	To receive money in respect of any matter pertaining to the City Engineer's Department.
113(3)	(a) To incur expenditure on office contingencies (except furniture) upto Rs.3000/- per item. (b) To make cash purchase and payment of bills out of imprest upto Rs.3000/- and payment of telephone call bills for any amount.
222(1) & (2)	To construct, repair or alter Municipal drains and to enter upon land for the purpose.
228	To grant permission and prescribed conditions as to communications with Municipal drains.
234	Determining details of drains and drainage fittings or cesspools for new buildings.
240	Granting permission for the construction of the drain so as to pass beneath building.
243(2)	Making requisition in respect of taps, covering and means of ventilation for drain and cesspools.
244(1)(4)	To erect shafts or pipes for ventilating drains and cesspools.
246-A	To permit the construction of water closets and privies.
247	Prescribing water closet and other accommodation in building newly created or re-erected.
248(1)(c)	Requisition to enforce provision of water closet or privy or urinal or bathing or washing place etc.
251	Determining details regarding water closets under Clauses (a)(d) and (e).
251(B)	To determine use of places of bathing or washing clothes or domestic utensils.

253	Inspection and examining drains, etc. not belonging to the Corporation.
254	Opening ground etc. for inspection and examination under Section 253.
255	Reinserting the ground etc. opened for purposes of inspection.
257	Making requisition on owners of premises as provided in Sub-Section (1) for doing the work mentioned in Sub-Section (2).
258(a)(b)(c)	Prohibition of acts, contravening the provisions under Chapter IX of the M.M.C.Act.
259-A	Requiring any person to employ a Licensed Plumber to execute a work to furnish the name of a Plumber and to put up completion certificate by the Licensed Plumber.
298(2)	To take possession or and clear the lands under this section.
311	To require owners to alter ground floor doors, etc. opening outward.
313(1)	To grant permission for placing stalls, chairs and benches, boxes, ladder, bales etc. on footpath and streets.
314	To remove obstructions etc. on streets made contrary to section 312 or 313.
317	To permit booths on festivals in certain streets.
321(2)	To prevent removal, etc. without permission of fences etc. erected in the streets, while works are in progress.
322	To prevent opening, etc. of streets unless done with permission and to give such permission.
324	To restore streets opened or broken up when the person responsible fails to do so.
325	To require person permitted to open streets to provide for diversion of traffic etc.
326(2)&(3)	To regulate hoarding etc. in streets.
329	To require and secure adoption of measures to protect and enclose dangerous places.
333(4)	Manner of laying gas pipes.
338	To require certain documents on receipt of Notice under Section 337.
339	To refuse to accept plans, etc. not signed by the Licensed Surveyor.
340	To require, further, particulars and details
342	To receive notices of intentions to make additions etc. to building.
343	To require certain documents and particulars on receipt of Notice under Section 342 and to refuse to accept plans, etc. not signed by Licensed Surveyor.
344-A	Supervision of buildings and work.
345	To intimate approval of work of which notice is received.
346(1)	To intimate disapproved of such work.
347(A)(B)&(C)	Prohibiting user of a non-residential buildings or chawl to a residential one and of a residential building or chawl to that of a godown, warehouse, workshop, workplace, factory, stable or a motor garage and prohibiting making or causing any alterations in an existing building originally constructed or authorized to be used for human habitation for the purpose of using it or causing it to be used as a godown, warehouse workshop, workplace, factory, stable or motor garage.
348(1)(a)(b) & (c)	Provision as to buildings, which are to be newly erected.

349 350	To refuse permission for walls, coverings, etc. of inflammable materials and to require removal of such wall or covering. To inspect buildings in course of erection, alterations, etc
353	To specify any matter in contravention of Act of Bye Law within three months after completion.
353(A)	To grant completion certificate and permission to occupy or use.
354	To require removal etc. of ruinous or dangerous structures and to temporarily secure etc. repair etc.
354A(1)	To issue a written notice to stop within the specified period the erection of the work unlawfully carried on or commenced upon any premises.
354A(2)	To direct removal of person unlawfully carrying on the erection of buildings or the execution of any such works described in Section 342.
368	To require owners to provide receptacles of a size for collection of dust, ashes, refuse, rubbish and trade refuse, etc.
374	To inspect building or premises for the purpose of ascertain sanitary conditions thereof.
375	To require cleansing and lime washing of any building etc.
375-A	To require the owners to remove buildings, materials or debris, etc. accumulated due to house collapse etc.
377(1-A)	To require cleansing, clearing or enclosing any premises over grown with rank vegetation, etc.
377-A	To require the owners of the buildings to abate the nuisance arising from rainwater leaking from the roofs of the building or to prevent its recurrence.
380	To require removal, alteration etc., of unsanitary huts and sheds.
381	To require the owners of the building to abate the nuisance arising out of the defects.
383	To require cutting and looping of hedges, trees, etc. in certain cases and to take measures for protection of public.
394	To prohibit certain articles to be kept and certain trades processes and operation to be carried out without a license to exercise all other powers in respect of the things liable to be seized, destroyed etc, to prevent danger or nuisance.
396 Sub-section (1)	To inspect at any time, by day or by night without notice any premises used for manufacture as mentioned in Section 394 and any premises in which a furnaces employed for the purpose of manufacture and into any bake house to see whether any provision or this Act or any condition of any license is being contravened and as to whether any nuisance is created.
479(5)	To require production of licenses or written permission.
488	To enter into or upon buildings or and with or without Assistant or workment (1) for the purpose of exercising performing or discharging, the powers, duties or functions hereinabove delegated with reference to the sections above specified. The delegation of powers of entry under Section 488 is to be subject in each case to strict observance of and compliance with the provisions and conditions

	prescribed by Clauses (a), (b), (c) and (d) so far as applicable.
489	To take measures and execute work, etc, failure of compliance with requisitions or orders under provisions of the Act.
492(2)(a)	To call on occupiers to disclose rents for purpose of determining question of liabilities to pay expenses in certain cases.
517(1)(a)	To take or withdraw from proceedings against persons charged with offences against the Act etc. as described in Sub-Clauses (i),(ii) and (iii) of Clause (a).

DELEGATION OF POWERS TO SUB ENGINEER

Under Section 68 of the Mumbai Municipal Corporation Act 1888 as amended up to date, Sub -Engineer (Maintenance), Municipal Corporation of Greater Mumbai is hereby empowered to exercise, perform and discharge under the control and subject to the revision of the Commissioner, the several powers, duties and functions conferred or imposed upon or vested in the Commissioner by the several Sections, Sub-Sections and Clauses of the said Act herein below mentioned:-

EXPLANATION :- The entries in the second column of the below table headed 'Brief Description of Powers to be exercised and performed' are not intended as definitions described in Sections, Sub-Sections of these sections, but are inserted merely as reference to the subjects of the sections, sub-sections and the numbers of which are given in the first column.

Sections	Nature of Powers, Duties and Functions delegated
84 & 85(1)	α) Grant Casual Leave to the inferior staff working under him upto the limit allowed by any rules for the time being in force. β) Grant leave without pay admissible under the Rules to the Labour staff. To appoint when necessary, persons to act in place of employees who are absent on leave.
112	To receive money payments on account of the Municipal Fund and to lodge them in a bank.
222(1) & (2)	To cause to be served a notice of demand.
228	To grant permission and prescribed conditions as to communications with Municipal drains.
231	To enforce drainage of undrained premises situate within a hundred feet of a Municipal drains.
234	Determining details of drains and drainage fittings or cesspools for new buildings.
243(2)	Making requisition in respect of taps, covering and means of ventilation for drain and cesspools.
244(1)	To power affix pipes for ventilation of drains.
244(4)	To erect shafts or pipes for ventilating drains and cesspools
246-A	To permit the construction of water closets and privies.
247	Prescribing water closet and other accommodation in buildings newly created or re-erected.
248(1)(a),	Requisition to enforce provision of water closet or privy or urinal or bathing or

(b),(c)	washing place etc.
251	Determining details regarding water closets under Clauses (a)(d) and (e).
251(B)	To determine use of places of bathing or washing clothes or domestic utensils.
253	Inspecting and examining drains, etc. not belonging to the Corporation.
254	Opening ground etc. for inspection and examination under Section 253.
255	Reinstating the ground etc. opened for purposes of inspection.
257	Making requisition on owners of premises as provided in Sub-Section (1) for doing the work mentioned in Sub-Section (2).
258(a)(b)(c)	Prohibition of acts, contravening the provisions under Chapter IX of the M.M.C.Act.
259-A	Requiring any person to employ a Licensed Plumber to execute a work to furnish the name of a Plumber and to put up completion certificate by the Licensed Plumber.
314 (a), (b), (c)	To remove without notice things placed or deposited upon any place or attached or suspended in contravention of Clause (a) or Clause (c) or Sub-section (1) or Section 313.
317	To permit booths on festivals in certain streets.
322	To prevent opening, etc. of streets unless done with permission and to give such permission. (Except for newly constructed roads or capital roads)
322(3)	To remove without notice any building materials or any scaffolding or any temporary erection or any posts, bars, rails, boards or other things by way of enclosure which have been deposited or set up in any street without the permission or authority specified in Sub-section (1) or which having been deposited or set up with such permission or authority, have not been removed within the period specified in the notice issued under Section (2).
350	To inspect buildings in course of erection, alterations, etc.
354	To require removal etc. of ruinous or dangerous structures and to temporarily secure etc. repair etc.
354A(1)	To issue a written notice to stop within the specified period the erection of the work unlawfully carried on or commenced upon any premises.
354A(2)	To direct removal of person unlawfully carrying on the erection of buildings or the execution of any such works described in Section 342.
368	To require owners and occupiers to collect and deposit dust etc.

374	To inspect building or premises to ascertain sanitary conditions thereof.
375	To require cleansing and lime washing of any building etc.
375-A	To require the owners to remove buildings, materials or debris, etc. accumulated due to house collapse etc.
377	To make requisition against the owner or occupier for removal of rank vegetation.
377-A	To require the owners of the buildings to abate the nuisance arising from rainwater leaking from the roofs of the building or to prevent its recurrence.
380	To require removal, alteration etc., of unsanitary huts and sheds.
381	To require the owners of the building to abate the nuisance arising out of the defects.
383	To require cutting and looping of hedges, trees, etc. in certain cases and to take measures for protection of public.
390 (1) (2) (3)	Regulations of factories, trades, etc.
479(5)	To require production of licenses or written permission.
488	To enter premises with assistants etc. to inspect survey and execute works

DELEGATION OF POWERS TO JUNIOR ENGINEER

Under Section 68 of the Mumbai Municipal Corporation Act as amended up to date, Junior Engineer (Maintenance) under Asstt. Commissioner is hereby empowered to exercise, perform of discharge under the control and subject to the revision of the Commissioner, the under mentioned powers, duties and functions conferred or imposed upon or vested in the Commissioner by the several Sections, Sub-Sections and Clauses of the said Act herein below mentioned :-

EXPLANATION :- The entries in the second column of the below table headed 'Nature of Powers' etc. are not intended as definitely described in Sections, Sub-Sections and Clauses mentioned in the first column or even as abstracts of those sections, sub-sections and clauses but are inserted merely as reference to the subjects of the sections, sub-sections and clauses, the numbers of which are given in the first column.

Sections	Nature of Powers, Duties and Functions delegated
231	To enforce drainage of undrained premises situate within a hundred feet of a Municipal drains.
248(1)(c)	To substitute water closet accommodation for any privy accommodation.
253	To inspect and examine all drains, ventilation shafts and pipes cesspools of house gullies, water closets, privies, latrines and urinals to which this Section applied.
254	Opening ground etc. for inspection and examination under Section 253.
255	Reinstating the ground etc. opened for purposes of inspection.
314 (a), (b), (c)	To remove without notice things placed or deposited upon any place or attached or suspended in contravention of Clause (a) or Clause (c) or Sub-section (1) or Section 313.
322	To prevent opening, etc. of streets unless done with permission and to give such permission.
350	To inspect buildings in course of erection, alterations, etc.
354	To require removal etc. of ruinous or dangerous structures and to temporarily secure etc. repair etc.
354A(1)	To issue a written notice to stop within the specified period the erection of the work unlawfully carried on or commenced upon any premises.

354A(2)	To direct removal of person unlawfully carrying on the erection of buildings or the execution of any such works described in Section 342.
368	To require owners to provide receptacles of a size for collection of dust, ashes, refuse, rubbish and trade refuse, etc.
374	To inspect building or premises for the purpose to ascertain sanitary conditions thereof.
375	To require cleansing and lime washing of any building etc.
377	To make requisition against the owner or occupier for removal of rank vegetation.
377-A	To require the owners of the buildings to abate the nuisance arising from rainwater leaking from the roofs of the building or to prevent its recurrence.
380	To require removal, alteration etc., of unsanitary huts and sheds.
381	To require the owners of the building to abate the nuisance arising out of the defects.
390 (1) (2) (3)	Regulations of factories, trades, etc.
479(5)	To require production of licenses or written permission.
483	Service of notice - To serve, issue or present or give notices, bills schedules summonses and other such document required by this act to the served upon or issued or presented or given to any person.
488	<p>To enter into or upon buildings or land with or without Assistant or workmen.</p> <ol style="list-style-type: none"> 1. For the purpose of exercising performing or discharging, the powers, duties or functions hereinabove delegated with reference to the sections above specified. 2. For the purpose of carrying into effect under Section 489 any requisition or order (not only complied with) made by written notices by the Commissioner; under either of the following Section or Sub-section namely Section 257(1). <p style="text-align: center;">Section 308 Sub-section(2)309, Sub-section(1), Section 311, Section 315(1), Section 325, Section 326(3), Section</p>

329(1), Section 349, Section 351, Sub-section(2), Section 353, Section 354, Section 380 or Section 383(1).

3. For the purpose of leveling, metalling or paving, sewerage, draining, channeling and lightening any private street which the Commissioner with the sanction of the Standing Committee may be empowered under the provision of Section 305 level, metal or pave sewer drains, channel or light to his satisfaction or (1) for the purpose of removing altering or pulling down the building or work which the

Commissioner with the approval of the Standing Committee may be empowered under the provisions of Sub-section (2)

of Section 351 to remove alter or pull down (5) for the purpose of Section 381(2) to fill up cover over or drain off a well, provided that a delegation of power of entry under

Section 4888 is to be understood so be subject in each case to strict observance of and compliance with the provisions

and conditions prescribed by Clauses (a),(b),(c) and (d) so far as applicable.

Supervision Norms

Sr.No.	Designation	Supervision Norms
1	Asstt. Engineer (Maint)	To check at least 20 % of mass supply of materials and the contract bills. To check the estimate pertains to the repairs of municipal buildings, roads, etc. prepared by the Jr. Engineers & Sub Engineers.
2	Sub Engineer (Maint)	To supervise each work under him at the start, during execution, completion and frequently as necessary.
3	Junior Engineer (Maint)	To supervise each work under him at the start, during execution, completion and frequently as necessary.

Section 4 (1) (b) (iii)

The procedure followed in the decision-making process, including channels of supervision and accountability in the office of Assistant Engineer (Maintenance)

NAME OF THE ACTIVITY:- Action against unauthorized encroachments detected on roads / footpath.

Related provisions:-

Name of the Act/ Acts :- MMC Act 1888 section 314

Rules:-

Govt. Resolutions:-

Circulars:-

Office Orders:-

Sr. No.	Activity as said above	Steps involved	Time Limit	Authority role and responsibility of the employee / officer in connection with each activity. (mention designation)	Remark
1	Complaint Received from Public, Staff, from higher authority and others.	1. Site visit	Within 24 Hours	JE / SE	
		2. Inspection Report		Junior Engineer	
		3. Issue 314 Notice if required	Within 7 days	J.E./ S.E. /A.E.	
		4. Arrange demolition by taking order from Asstt. Commissioner.	After expiry 48 Hours from	J.E./ S.E. /A.E.	

			order		
		5. Entry in demolition register		J.E.	
		Demolition report		J.E./S.E.	
		Filing of W.S/A.I.R. in court, in case of stay granted by court restraining MCGM to take further action.	As directed by legal dept.	Junior Engineer / Sub Engineer	

NAME OF THE ACTIVITY: - BOTTLENECK :- Bottleneck means construction, narrowing, obstruction, congestion, block, partially/total blockage which leads to traffic congestion, traffic clogging problems started precipitating.

Related provisions:-

Name of the Act/ Acts :-

Rules:-

Govt. Resolutions:-

Circulars:- 1) AMC /ES/D 168 (Ch E/1876/DPC/Gen) Dated 25.02.2004

2) AMC/ES/9141/II dt.14.10.11

Office Orders:-

Sr. No.	Activity	Step involved	Time Limit	Authority role and responsibility of the employee / officer in connection with each activity. (mention designation)	Remark
1	Bottleneck				
		Preparation of Priority List of Bottlenecks.		Asstt. Commissioner/ A.E. (Maint.) of Ward	
		Demarcation of Roads Sanctioned RL, DP Roads	Within 15 Days from the receipt of the information received from the Asstt. Commissioner	E.E. (T.C.) / A.E. (Survey) E.E. (D.P.) / A.E. (Survey)	
		Collection of Basic Data		J.E. (Maint.)	

		Preparation of Inventory		J.E.(Maint.) / S.E. (Maint.)	
		Documents checking		S.E.(Maint.) / A.E. (Maint.)	
		Proposals Scrutiny and submission to Competent Authority		Ward E.E.	
		Sanction of Competent Authority		Additions M.C.'s of Zone	
		Removal of Bottleneck		Asstt. Commissioner/ A.E. (Maint.) of Ward	
		Roads/ S.W.D. Developments		Ch. Engg (Roads)/Ch. Engg (S.W.D.)	
		Final Compliance to Zonal DMC/Jt. MC's		Asstt. Commissioner of Ward	

NAME OF THE ACTIVITY:- E-tendering

Related provisions:-

Name of the Act/ Acts :-

Rules:-

Govt. Resolutions:-

Circulars:-

Office Orders:-

Sr. No.	Activity	Step involved	Time Limit	Authority role and responsibility of the employee / officer in connection with each activity. (mention designation)	Remark
1	E-tendering	Preparation of Estimate		J.E.	
		Administrative approval		Ward Committee or DMC etc.	
		Estimate is uploaded in SAP System in J.E. or SE's ID (R3 Module)		S.E.	
		BID is created in SRM Module E tendering.		S.E.	
		BID is forwarded to E.E. Ward for approval & publishing on Municipal Website.		A.E. /S.E.	
		Publish the Tender (SRM E tender login Approval)		Ward E.E.	
		List of Bidder and letter to successful 1 st Bidder with 5 % contract amount to deposit with		MCGM Website & A.E./S.E.	

		MCGM.			
		Release P.O. Amount.		Account officer	
		PO is created in SAP Module.		A.E.	
		Create Contract in SAP System.		Ward E.E.	
		PO is generated in SAP.		A.E.	
		PO is released.		Ward E.E.	
		PO printout is taken and issued to Bidder.		A.E.	

NAME OF THE ACTIVITY:- Permission for trench

Related provisions:-

Name of the Act/ Acts:-

Rules:-

Govt. Resolutions:-

Circulars:-

- MGC/F/1835 dated 17.11.2007
- MGC/F/9974 dated 04.02.2013
- ChE/804/SR/Rds, Tr. & Br. Dated 05.02.2013
- ChE/525/SR/Roads dated
- ChE/11888/Rds/SR dated 09.03.2012
- ChE/1075/Roads dated 31.09.2012
- ChE/857/SR/Roads dated 18.02.2012
- Ch.Eng/727/SR/Rds dated 19.03.2010
- AMC/ES/8879/II dated 05.04.2013.
- Ch.E/396/SR/Rds & Tr. Dt.12.09.2013
- Ch.E/455/SR/Rds dated 09.10.2013

Office Orders:-

Sr. No.	Activity	Step involved	Time Limit	Authority role and responsibility of the employee / officer in connection with each activity. (mention designation)	Remark
1	Trench Permission	As per above circulars			

NAME OF THE ACTIVITY:- Permission for Ganapati Mandap

Related provisions:-

Name of the Act/ Acts:-

Rules:-

Govt. Resolutions:-

Circulars:-

- MDF/OD/8358/Gen datd11.06.2013
- MDF/9629/Gen dated 25.07.2008
- AA/ES/4528 dated 28.07.2008
- AA/ES/D/1971 dated 02.07.2007

AA/9269/Jahirat/201212 dated30.08.2012AMC/ES/8879/II dated 05.04.2013.

Office Orders:-

Sr. No.	Activity	Step involved	Time Limit	Authority role and responsibility of the employee / officer in connection with each activity. (mention designation)	Remark
1	Ganapati Mandap Permission	Scrutiny of documents on receipt of application.	7 days	J.E./S.E.	
		Site Inspection	7 days	J.E./S.E.	
		To demand additional documents/NOC required from applicant, if any.	Within 15 days	J.E./S.E.	
		Forward for Road Engineer's NOC.	Within 15 days	J.E./S.E.	
		To issue demand letter & permission charges after receipt of all required documents.	Within 15 days	J.E./S.E.	

		To issue permission on obtaining approval from competent authority. (Permission is refused if applicant has not submitted all required documents)			
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Section 4 (1) (b) (iv)

**Norms set for discharge of its functions in the office of Assistant Engineer
(Maintenance)**

Organizational targets (Annual)

S r. N o.	Designation	Activity	Financial Targets in Rs.	Time Limit	Remark
1	Asstt. Engineer (Maint.)	As mentioned in Section 4 (1)(b)(ii)	There are no financial targets set for this department. As mentioned earlier the work is carried out on day to day basis.	Time limit for each activity is as mentioned in Section 4(1) (b)(iii)	
2	Sub Engineer (Maint.)	As mentioned in Section 4 (1)(b)(ii)	There are no financial targets set for this department. As mentioned earlier the work is carried out on day to day basis.	Time limit for each activity is as mentioned in Section 4(1) (b)(iii)	
3	Junior Engineer (Maint.)	As mentioned in Section 4 (1)(b)(ii)	There are no financial targets set for this department. As mentioned earlier the work is carried out on day to day basis.	Time limit for each activity is as mentioned in Section 4(1) (b)(iii)	

Section 4 (1) (b) (v)
The rules / regulation related with the functions of Assistant Engineer
(Maintenance)

Sr. No.	Subject	G.R. /Circular / Office order. Rule no. Notification etc. date.	Remarks if any
1	Trench	<ul style="list-style-type: none"> • MGC/F/1835 dated 17.11.2007 • MGC/F/9974 dated 04.02.2013 • ChE/804/SR/Rds, Tr. & Br. Dated 05.02.2013 • ChE/525/SR/Roads dated • ChE/11888/Rds/SR dated 09.03.2012 • ChE/1075/Roads dated 31.09.2012 • ChE/857/SR/Roads dated 18.02.2012 • Ch.Eng/727/SR/Rds dated 19.03.2010 • AMC/ES/8879/II dated 05.04.2013. • Ch.E/396/SR/Rds & Tr. Dt.12.09.2013 • Ch.E./455/SR/Rds Dated 09.10.2013 	
2	Ganapati Mandap Permission	<ul style="list-style-type: none"> • MDF/OD/8358/Gen datd11.06.2013 • MDF/9629/Gen dated 25.07.2008 • AA/ES/4528 dated 28.07.2008 • AA/ES/D/1971 dated 02.07.2007 • AA/9269/Jahirat/201212 dated30.08.2012 	
3	Pothole	<ul style="list-style-type: none"> • Dy. Ch. Eng/1901/Rds(City) dated 15.06.2013 • MGC/F/1074 dated 06.07.2013 • CA/FDT/59 dated 16.03.2013 	
4	E-tendering	<ul style="list-style-type: none"> • CA/FRD/7 dated 17.05.2013 • CA/CPD/36 dated 03.11.2012 	
5	Pay & Park	<ul style="list-style-type: none"> • Dy.ChE/1380/Traffic of 23.05.2013 	
6	Shooting Permission	<ul style="list-style-type: none"> • CA/FRM/3 dated 10.04.2013 	
7	Mahatma Gandhi Pathkranti Yojana	<ul style="list-style-type: none"> • DMC/Special/OD/5468/dated06.03.2012 • DMC/Special/5447 dated03.03.2012 • AMC/ES/944/IV dated 31.03.2012 	
8	Bottleneck	<ul style="list-style-type: none"> • AMC/ES/9141/II dt.14.10.11 	

Section 4 (1) (b) (vi)

**Statement of Categories of documents held in the office of Assistant Engineer
(Maintenance)**

Sr. No.	Subject	Type of Document file or register	File No. or Register No.	Particulars	Periodicity of Preservation (Proposed)
'C1' Class Record					
1	Demolition Register	Register		Details of demolitions of unauthorized work carried out under various sections of MMC Act	10 Years
'C' Class Record					
1.	R.T.I Register	Register		Details of application received under R.T.I.Act, replied/forwarded & transferred date.	5 Years
2	Work Orders	Documents		Details of work orders issued to contractor by department	5 Years
3	Measurement Books	Documents		Details of Measurements recorded in M.B.	5 Years
4	Payment Certificate	Documents		Details of Payments issued to the contractor	5 Years
5	Demand Notes & Permits	Documents		Details of Demand Notes & Permits issued to various utility agencies.	5 Years
6	Mandap Permission	Register		Details of Mandap Permission issued to various applicants.	5 Years
'D' Class Record					
1	Log sheets	Inward papers		Details of Applications/ complaints/ other documents received by department	01 Year
2.	Outward Register(Internal departments)	Outward papers		Details of Applications/ complaints/ other documents forwarded to Internal departments of 'T' ward.	01 Year
3.	Outward Register (External correspondence)	Outward papers		Details of Applications/ complaints/ other documents forwarded to external departments of MCGM/ Other Govt. authorities and	01 Year

				correspondence with applicants/ complainants /citizens etc.	
4.	Complaint Register	Register		Orally complaint registered.	01 year
5.	RTI application & their reply (Except appeal cases)	Document		Details of application received under RTI Act & reply given to the same.	01 year
6.	First & second appeal made under RTI Act	Document		Details of First & second appeal made by applicant under RTI Act by the applicant against reply of Public Information Officer and/or order passed by First Appellate Authority	01 year
7	Monthly reports sent to various departments	Document		File papers containing monthly reports sent to various departments	01 years
8	Demolition of structures under MMC Act, MRTP Act & other action completed	Nasti		Nasti files containing papers pertaining to the notice action against structures demolished under MMC Act, MRTP Act & other actions.	01 year (after demolition)

Section 4 (1) (b) (vii)

Particulars of any arrangement that exists for consultation with the members of public in relation to the formulation of policy and implementation in the office of Assistant Engineer (Maintenance)

Sr. No.	Consultation for	Details of Mechanism	Under which legislation / rules / orders / GRs	Periodicity
1	Policy Details	Ward Committee	Nil	Once in a Month

Section 4 (1) (b) (viii)

**Statement of Boards, Councils, Committees or Other bodies of office of Asstt Engineer
(Maintenance)**

Sr. No.	Name of the committee board / council / other bodies	Composition of committee Board council other bodies	Purpose of the committee Board/ Council/ other bodies	Frequency of meetings	Whether meeting open to public or not	Whether Minutes are available to public or not	Minutes available at.
1	Advance Locality Management (ALM)	Nil	Nil	Nil	Nil	Nil	Nil
2	Local Area Citizens Committee (LACC)	Nil	Nil	Nil	Nil	Nil	Nil
3	Local Area Citizens Group (LACG)	Nil	Nil	Nil	Nil	Nil	Nil

Section 4 (1) (b) (ix)

Directory of the officers and employees in the office of Assistant Engineer (Maintenance) 'N' ward.

SR. NO.	Designation	Name of the Officers/ Employees	Cadre	Dt. Of Joining the post	Contact Details Ph/Fax/ E-mail
1	ASST.ENGINEER	Momale B. S.	B	21.12.2012	25010161 - 65
2	ASST.ENGINEER	Patil M. K.	B	15.05.2015	25010161 - 65
3	SUB ENGINEER	Shri. Chougule	B	01.10.2012	25010161 - 65
4	SUB ENGINEER	Shri. Chavan	B	03.12.2013	25010161 - 65
5	SUB ENGINEER	Shri. Palve	B	20.06.2012	25010161 - 65
6	SUB ENGINEER	Shri. Hangargekar	B	27.10.2015	25010161 - 65
7	SUB ENGINEER	Shri. Patil	B	20.11.2015	25010161 - 65
8	SUB ENGINEER	Shri. Gore	B	01.01.2015	25010161 - 65
9	SUB ENGINEER	Smt. Wagh	B	27.11.2014	25010161 - 65
10	JR.ENGINEER	Smt. Bhojer	C	14.11.2011	25010161 - 65
11	JR.ENGINEER	Shri Jakapure	C	05.05.2014	25010161 - 65
12	JR.ENGINEER	Shri Chavan	C	04.10.2013	25010161 - 65
13	JR.ENGINEER	Shri Nerkar	C	17.09.2013	25010161 - 65
14	JR.ENGINEER	Shri. Jadhav	C	23.04.2013	25010161 - 65
15	JR.ENGINEER	Shri Manjrekar	C	05.05.2014	25010161 - 65
16	JR.ENGINEER	Shri. Sable	C	19.09.2011	25010161 - 65
17	JR.ENGINEER	Shri. Kale	C	03.10.2015	25010161 - 65
18	JR.ENGINEER	Shri. Manchekar	C	03.10.2015	25010161 - 65
19	JR.ENGINEER	Smt. Gawande	C	23.11.2011	25010161 - 65
20	JR.ENGINEER	Smt. Mestry	C	06.04.2015	25010161 - 65
21	JR.ENGINEER	Shri. Jagjap	C	30.07.2015	25010161 - 65
22	JR.ENGINEER	Smt. Gosavi	C	23.10.2015	25010161 - 65

Section 4 (1) (b) (x)

**Details of remuneration of officers in the office of Assistant Engineer (Maintenance) 'N'
Ward – Sept.15**

Sr. No.	DESGCP	NAME	GRD	Date of Appointment in 'N' Ward	Basic + GRP	DA	W C	CA	SP A	TA	MM A	HRA	Total Salary
1	ASST.ENGINEER	Momale B. S.	B	21.12.2012	27000+5400	36612		1400		1600		9720	81732
2	ASST.ENGINEER	Patil M. K.	B	15.05.2015	26200+5400	35708		463		1600		9480	78851
3	SUB ENGINEER	Shri. Chougule	B	01.10.2012	14140+4600	21176		463		1200		5622	47201
4	SUB ENGINEER	Shri. Chavan	B	03.12.2013	14010+4600	21029		463		1200		5583	46885
5	SUB ENGINEER	Shri. Palve	B	20.06.2012	14140+4600	21176		463		1200		5622	47201
6	SUB ENGINEER	Shri. Hangargekar	B	27.10.2015									
7	SUB ENGINEER	Shri. Patil	B	20.11.2015									
8	SUB ENGINEER	Shri. Gore	B	01.01.2015									
9	SUB ENGINEER	Smt. Wagh	B	27.11.2014									
10	JR.ENGINEER	Smt. Bhoier	C	14.11.2011	11930+4300	18340		463		600		4869	40502
11	JR.ENGINEER	Shri Jakapure	C	05.05.2014	12930+4300	19470		463		600		5169	42932
12	JR.ENGINEER	Shri Chavan	C	04.10.2013	14010+4600	21029		463		1200		5583	46885
13	JR.ENGINEER	Shri Nerkar	C	17.09.2013	10990+4300	17278		463		600		4587	38218
14	JR.ENGINEER	Shri. Jadhav	C	23.4.2013	10990+4300	17278		463		600		4587	38218

15	JR.ENGINEER	Shri Manjrekar	C	05.05.2014	12930+4300	19470		463		600		5169	42932
16	JR.ENGINEER	Shri. Sable	C	22.9.2011	12460+4300	18939				600			36299
17	JR.ENGINEER	Shri. Kale	C	03.10.2015	10100+4300	16272			375	600		4320	35967
18	JR.ENGINEER	Shri. Manchekar	C	03.10.2015	10100+4300	16272				600		4320	35592
19	JR.ENGINEER	Smt. Gawande	C	23.11.2011									
20	JR.ENGINEER	Smt. Mestry	C	06.04.2015	12930+4300	19470		463		600		5169	42932
21	JR.ENGINEER	Shri. Jagtap	C	30.07.2015	12930+4300	19470		463		600		5169	42932
22	JR.ENGINEER	Smt. Gosavi	C	23.10.2015									

Section 4 (1) (b) (xi)**Details of allocation of budget and disbursement made in the office of the Assistant Engineer (Maintenance) 'N' Ward for the year 2015-16.**

Sr. No.	Budget Head	Grant Recieved(In Lacs)	Utilised till Oct. 2015	Remarks
1	Unforeseen Grant Beat no. 117	60.00	52.08	
2	Unforeseen Grant Beat no. 118	60.00	35.03	
3	Unforeseen Grant Beat no. 119	60.00	31.37	
4	Unforeseen Grant Beat no. 120	60.00	44.70	
5	Unforeseen Grant Beat no. 121	60.00	14.97	
6	Unforeseen Grant Beat no. 122	60.00	49.94	
7	Unforeseen Grant Beat no. 123	60.00	48.44	
8	Unforeseen Grant Beat no. 124	60.00	14.14	
9	Unforeseen Grant Beat no. 125	60.00	13.67	
10	Unforeseen Grant Beat no. 126	60.00	22.95	
11	Unforeseen Grant Beat no. 127	60.00	20.15	
12	Unforeseen Grant Beat no. 128	60.00	30.46	
13	Maint. Of Mun. property	25.00	0	
14	Basic civic amenities in Beat no. 124	200.00	11.57	
15	Basic civic amenities in Beat no. 126	75.00	66.68	
16	DPDC fund	188.36	158.18	
17	General civil repairs - SWD	70.00	44.64	
18	Development of Gaothan/Adivashi pada	227.00	193.56	

19	Desilting expenses	316.57	69.60	
20	Props to Dilapidated building	66.87	15.51	
21	Beautification of Chowk, open space, Garden	75.00	51.35	
22	Repairs to potholes & spot repairs	58.67	0	
23	Preventive Maint. And emergency road work	52.84	52.84	
24	Repairs to Health post	11.84	11.83	
25	Gen civil repairs – Chowkies	34.15	17.31	
26	Gen civil repairs – pavement slum	303.18	246.20	
27	Gen civil repairs – public toilet PSC block	359.54	311.58	
28	Gen civil repairs – Footpath	50.00	20.70	
29	Ward Committee fund	1200.00	904.11	
30	Gen civil repairs – Street light	60.00	0	
31	Gen civil repairs – Chawls	163.25	105.79	
32	Gen civil repairs – Staff quarters	48.00	45.80	
33	Imp. Of slums	640.00	599.25	
34	Const. Of retaining wall	100.00	46.77	
	Total	5045.27	3351.17	

Section 4 (1) (b) (xii)

**Manner of execution of subsidy program in the office of Assistant Engineer
(Maintenance)**

Sr. No	Name and Address of Beneficiary	Amount of Subsidy / Concession Sanctioned
1	NIL	NIL

Section 4 (1) (b) (xiii)

**Particulars of recipients of concessions, permits or authorizations granted in the office
of Assistant Engineer (Maintenance)**

Sr. No	Name of the license	License no.	Issued on	Valid up to	General Conditions	Details of the license
	NIL	N.A.	N.A.	N.A.	N.A.	N.A.

Section 4 (1) (b) (xiv)

**Details of information available in electronic form in the office of Assistant Engineer
(Maintenance)**

Sr. No.	Type of Documents file/Register	Sub Topic	In which Electronic Format it is kept	Person in Charge
	Nil	Nil	Nil	

Section 4 (1) (b) (xv)

Particulars of facilities available for citizen for obtaining information in the office of Assistant Engineer (Maintenance)

Types of facilities-

- Information about facilities for inspection of record.

Sr.No.	Type of Facility	Timings	Procedure	Location	Peron in Charge
1.	Inspection of Record	3.00 p.m. to 5.00 p.m on Monday and Friday (except holidays) with prior appointment only.	For inspection of records no fee for first hour will be charged, however fee of Rs.5/- for each 15 minutes or fraction thereof will be charged thereafter.	Office of Asstt. Engineer, Maintenance Department, 1 st Floor, 'N' ward office, Ghatkoper (East) Mumbai-77	Asstt. Engineer, Maintenance 'N' Ward.

Section 4 (1) (b) (xvi)

**Details of public information officers / APIO's / appellate authority in the jurisdiction of
(Public authority) in the office of Assistant Engineer (Maintenance)**

PIO

Sr. No.	Name of PIO	Designation	Jurisdiction as PIO under RTI	Address / Ph. No.	E mail id for purpose of RTI	Appellate authority
1	Shri B. S. Momale	Asstt. Engineer (Maint.) I	Electrol ward no. 121,123, 125,126, 127 & 128	Office of Asstt. Engineer, Maintenance Department, 1 st Floor, 'N' ward office, Ghatkoper(E) Mumbai-77 Contact No. :- 022 25010161 Extn :- 107	aemaint02.n@mcmgm.gov.in	Shri Dwivedi, Executive Engineer 'N' Ward, Ph.022-25010161 Extn 304
2	Shri. Patil M. K.	Asstt. Engineer (Maint.) II	Electrol ward no. 117,118, 119,120, 122 & 124	Office of Asstt. Engineer, Maintenance Department, 1 st Floor, 'N' ward office, Contact No. :- 022 25010161 Extn :- 116	aemaint.n@mcmgm.gov.in	Shri Dwivedi, Executive Engineer 'N' Ward, Ph.022-25010161 Extn 304

Appellate Authority

Sr. No.	Name of Appellate Authority	Designation	Jurisdiction as Appellate authority	PIO Reporting	E mail id for purpose of RTI
1	Shri Dwivedi	Ward Ex Engineer	'N' Ward	A.E.(Maintenance) 'N' Ward	-

Section 4 (1) (b) (xvii)

Any other information of Public use

MAJOR ROADS in 'N' Ward

Sr No	Road Name	Status	Road details		
			Road surface	Length	width
					Actual
1	Cama Lane	DP	CC with Paver Strip	130.00	12.00
2	Amrut Nagar-90' D.P.Road	DP	CC with Paver Strip	260.00	27.40
3	Ubhare Marg	DP	CC with Paver Strip	690.00	18.30
4	Shanti Path	DP	CC with Paver Strip	695.00	18.30
5	Vallabh Baug Extn	DP	CC with Paver Strip	420.00	18.30
6	Park site road no 17	DP	CC with Paver Strip	1450.00	27.40
7	V.B Phadake Marg	DP	CC with Paver Strip	800.00	18.30
8	Golibar Road	DP	CC with Paver Strip	270.00	18.30
9	J.V Road	DP	A sphalt	110.00	13.00
10	J.P Road(T.P.S.Colony road no 8)	DP	A sphalt	190.00	13.40
11	Tilak Road	Existing	CC with Paver Strip	1000.00	18.30
12	Kirol Road(PREMIER Road)	DP	CC with Paver Strip	470.00	27.40
13	7th Road Rajawadi	DP	CC with Paver Strip	560.00	18.30
14	Mac Lab Road	Existing	A sphalt	130.00	13.40
15	Jolly Apt To Jaya Apt	Existing	A sphalt	400.00	10.50
16	Naidu Colony Rd	DP	A sphalt	450.00	13.40
17	Kamraj Nagar Road	Existing	Paver Blocks	750.00	6.00
18	Sanitorium Lane	TP	A sphalt	400.00	13.40
19	Park site road no 9	DP	A sphalt	300.00	13.40
20	90'rd Ambedkar Garden	DP	A sphalt	450.00	27.40
21	LBS (from Mahindra to Vikroli)	DP	CC with Paver Strip	4700.00	27.40
22	Ankush Gawade Marg	TP-III	A sphalt	340.00	8.50
23	Hansoti Lane	Existing	A sphalt	150.00	8.00
24	Jeevdaya Lane	Existing	A sphalt	550.00	10.50
25	Jugaldas Modi Marg	Existing	A sphalt	870.00	18.30
26		TP	A sphalt	300.00	9.00
27	Park Site Rd No 7	DP	A sphalt	140.00	8.00
28	Samata Colony Rd	TP	A sphalt	400.00	18.40
29	Telephone Exchange Rd		A sphalt	420.00	18.30
30		TP	A sphalt	200.00	13.00

31	T.P.S. Colony Rd No 6	TP	A sphalt	200.00	10.00
32	T.P.S. Colony Rd No 7(dhruvraj Sing)	TP	A sphalt	300.00	9.70
33	Yashwant Jadhav Marg	TP-III	A sphalt	290.00	7.50
34	R.B.Kadam Marg from Kherani road to LBS Marg.		CC with Paver Strip	1980.00	13.40
35	Karani Lane and Navroji Lane from LBS Marg to M.G.Road.		CC with Paver Strip	550.00	13.40
36	Vallabh Baug Lane from M.G.Road to R.B.Mehta Marg.	DP	CC with Paver Strip	418.00	13.40
37	Samarth Ramdas Swami Marg from G.A.Link Road to Ambedkar Circle.	DP	CC with Paver Strip	693.00	18.30
38	Ghatkopar Mahul Road (Amar Mahal Junction)		Paver Blocks	284.00	27.45
39	Old Maniklal Mehta Rd		A sphalt	250.00	12.00
40	Ram Joshi Marg.		Paver Blocks	200.00	13.40
41	Aji Ajoba Park Rd.		A sphalt	600.00	13.40
42	Kedarnath Road.		CC with Paver Strip	790.00	18.40
43	Nath Pai Road.	DP	CC with Paver Strip	1680.00	27.45
44	M.G.Road	DP	CC with Paver Strip	1080.00	27.45
45	R.N.Narkar Marg	TP-III	CC with Paver Strip	340.00	18.30
46	Hirachand Desai Road	TP	CC with Paver Strip	310.00	18.30
47	Ajay Ahuja Marg	Existing	CC with Paver Strip	340.00	18.30
48	Derasar Lane	Existing	A sphalt	400.00	13.40
49	Rajawadi Road no.5	Layout Rd	CC with Paver Strip	200.00	13.30
50	Rajawadi Road no.6	Layout Rd	CC with Paver Strip	90.00	18.30
51	Jai Maharashtra Garesh Maidan Road.	Existing	A sphalt /Paver	580.00	5.70
52	Varsha Nagar Road, Anandgad Rd.		A sphalt	571.00	5.80
53	Chirag Nagar Road.		A sphalt	431.00	7.70
54	M.P.Vaidya Marg.		A sphalt	190.00	7.50
55	Jalaram Bappa Mandir Marg.		A sphalt	240.00	5.00
56	Shreyas Gulley.		A sphalt	225.00	7.70
57	Upashraya Lane.	Existing	A sphalt	140.00	9.00
58	Vikhroli Park Site Road No.8		A sphalt	175.00	4.50
59	Barve Nagar Road		A sphalt	500.00	9.50
60	R.N.Gandhi Marg.	Existing	A sphalt	680.00	9.30

91	Vikroli Village Internal Road-Galli-1	Existing	A sphalt	50.00	4.50
92	Vikroli Village road from station Road	DP	A sphalt	730.00	13.40
93	Vikroli Village Internal Road-Galli-2	Existing	A sphalt	40.00	4.00
94	Vikroli Village Internal Road-Galli-3	Existing	A sphalt	90.00	5.30
95	Road from Plot No- 177 to 129	Existing	A sphalt	970.00	13.40
96	Vikroli park site Road No. 5	DP	A sphalt	155.00	8.70
97	Vikroli park site Road No. 8	DP	A sphalt	176.00	6.00
98	Vikroli park site Road No. 16	DP	A sphalt	74.00	6.00
99	Vikroli park site Road No. 1	DP	A sphalt	1,200.00	8.00
100	Vikroli park site Road No. 2	DP	A sphalt	100.00	8.00
101	Vikroli park site Road No. 3	DP	A sphalt	240.00	8.00
102	Vikroli park site Road No. 10	DP	A sphalt	170.00	5.50
103	Vikroli park site Road No. 11	DP	A sphalt	75.00	6.20
104	Vikroli park site Road No. 12	DP	A sphalt	75.00	6.20
105	Vikroli park site Road No. 13	DP	A sphalt	140.00	6.20
106	Vikroli park site Road No. 14	DP	A sphalt	256.00	10.00
107	Vikroli park site Road No. 15	DP	A sphalt	74.00	6.00
108	Sikova Industrial road	Existing	A sphalt	150.00	8.00
109	Sai Nath Nagar Road	DP	A sphalt	680.00	8.00
110	Ram Nagar Road	Existing	A sphalt	200.00	5.00
111	Gaon Devi Road	DP	A sphalt	816.00	9.00
112	Sanghani Estate Road	Existing	A sphalt	203.00	7.00
113	Cross Road to Sanghani Estate	Existing	A sphalt	68.00	7.00
114	Ganesh Nagar Road	Existing	A sphalt	336.00	10.00
115	Sagar Park Road	DP	A sphalt	278.00	27.40
116	Cross road to ONGC Colory	Existing	A sphalt	130.00	6.00
117	T.P.S. Colory Road no 2	T.P.	A sphalt	180.00	9.00
118	T.P.S. Colory Road no 3	T.P.	A sphalt	200.00	7.50
119	T.P.S. Colory Road no 6	T.P.	A sphalt	200.00	10.00
120	T.P.S. Colory Road no 7(Druvraj Singh Marg)	T.P.	A sphalt	300.00	9.70

121	T.P.S. Colony Road no 9(Nityanand Nagar Road)	T.P.	A sphalt	134.00	10.10
122	T.P.S. Colony Road no 10	T.P.	A sphalt	140.00	6.00
123	Road leading to Nityanand Garage	T.P.	A sphalt	230.00	5.30
124	Nandkishor Singh Marg	T.P.	A sphalt	90.00	5.30
125	Gangawadi Road	T.P.	A sphalt	210.00	6.00
126	Jagdusha Nagar Road	T.P.	A sphalt	560.00	11.00
127	Parmanand Lane	Existing	Paver Blocks	81.00	9.00
128	Navroji Lane	Existing	CC with Paver Strip	185.00	13.40
129	Road leading to Kathpada from R.B. Kadam Marg	Existing	A sphalt	600.00	4.65
130	Manik Lal Mehata Marg	Existing	A sphalt	350.00	13.40
131	North B' Bay soc. High School Rd	Existing	A sphalt	300.00	7.50
132	Navroji X Lane	Existing	A sphalt	105.00	4.50
133	Karani Bylane near Neelkant Society	Existing	A sphalt	45.00	5.25
134	Karani Bylane near Ram Niwas	Existing	A sphalt	38.00	4.50
135	Bhim Nagar Road	Existing	A sphalt	705.00	4.50
136	Ram Nagar Road	Existing	A sphalt	190.00	5.00
137	Sant Gora Kumbhar Road	Existing	asphalt	60.00	5.00
138	Rajnikant Trivedi Marg	Existing	A sphalt	92.00	4.50
139	Nanda Mayekar Marg	Existing	A sphalt	102.00	4.00
140	Parsiwada Road	Existing	A sphalt	241.00	4.45
141	C.I.D. Road	Existing	A sphalt	265.00	4.25
142	Vasant Parab Road	Existing	A sphalt	130.00	4.25
143	Sant Gajanan Maharaj Madir Road	Existing	A sphalt	451.00	8.00
144	Road leading to Siddharth nagar	Existing	A sphalt	255.00	5.50
145	Road At Sahjeevan Society	Existing	A sphalt	153.00	7.00
146	Ramjoshi Marg, Bhatwadi	Existing	A sphalt	150.00	5.00
147	Road Leading to Barve Nagar School No 1 to R.B. Kadam Marg	Existing	A sphalt	345.00	8.00
148	Loop road to Barve Nagar School No 1	Existing	A sphalt	375.00	8.00
149	R.B. Kadam Marg	DP	A sphalt	1,200.00	12.00
150	Mata Mahakali Mandir Marg	Existing	A sphalt	145.00	5.10

151	Shripatbhau Kadam Marg	Existing	A sphalt	190.00	4.50
152	Road Leading to Rupal Industries	Existing	A sphalt	100.00	6.50
153	Ganesh Wadi road	Existing	A sphalt	110.00	5.00
154	Road Leading to Saraswati Vidyalaya	Existing	A sphalt	140.00	4.50
155	Road Leading to 72 A.P. Block	Existing	A sphalt	40.00	7.00
156	Dharmveer Sambhaji Marg	DP	A sphalt	520.00	6.00
157	Chirag Nagar t Nariseva Sadan Road	DP	A sphalt	618.00	7.33
158	Two Cross roads to Azad Nagar Road	Existing	A sphalt	120.00	4.00
159	Road Leading to Ajinkya Tara hill from Azad Nagar Raod	Existing	A sphalt	130.00	7.00
160	Azad nagar Internal Road from Open Plot to Masjid	Existing	A sphalt	375.00	8.00
161	Hayat Manzil Road	Existing	A sphalt	360.00	5.60
162	Kurla Industrial Road	Existing	A sphalt	240.00	8.00
163	Zaverben Hall Lane	Existing	A sphalt	130.00	10.70
164	Rajawadi Pipe Line Road(from Rajawadi Rd No 1 to R. Ashar Lane)	Existing	A sphalt	330.00	5.30
165	Anandji Lane	Existing	A sphalt	133.00	5.30
166	Ramji Ashar Road	Existing	A sphalt	174.00	4.50
167	Oghadbhai Lane	Existing	A sphalt	191.00	6.00
168	Laxmi Narayan Lane	Existing	A sphalt	170.00	4.00
169	Mahadeo Praneshwar Mandir Marg	Existing	A sphalt	114.00	6.30
170	Harbarji Lane	Existing	A sphalt	100.00	7.50
171	Khokani Lane	Existing	A sphalt	318.00	10.00
172	Jethabhai Lane	Existing	A sphalt	270.00	10.00
173	Hingwala Lane(M.G Rd To Tilak Rd)	DP	A sphalt	620.00	8.80
174	Joshi Lane	Existing	A sphalt	238.00	8.50
175	Road from Janardan Niwas to D/12 Chittranjan Nagar)	Layout Rd	A sphalt	126.00	7.50
176	Road from Rajanigandha Bldg to Hanuman Temple	Layout Rd	A sphalt	135.00	9.00
177	Road from Ashirwad Niwas to Dead end of Chittranjan Nagar	Layout Rd	A sphalt	210.00	5.90
178	Road from A /18 to Adam Niwas, Cittaranjan Nagar	Layout Rd	A sphalt	65.00	5.40
179	Road leading to ONGC Colony	Layout Rd	A sphalt	650.00	7.50
180	Road from B/20 to Om Niwas, Cittaranjan Nagar	Layout Rd	A sphalt	70.00	5.00

181	Road from B/17 to B/14	Layout Rd	A sphalt	77.00	6.60
182	Road from A /19 to Dead End, Cittaranjan Nagar	Layout Rd	A sphalt	130.00	5.00
183	Cross road to ONGC Colony	Layout Rd	A sphalt	130.00	6.00
184	Road leading to ONGC colony from Bhim Nagar	Layout Rd	A sphalt	200.00	8.00
185	Khali Village Road	Existing	A sphalt	160.00	6.50
186	Nathari Road	Existing	A sphalt	480.00	12.00
187	Bhim Nagar Road	Existing	asphalt	187.00	4.50
188	Road Leading to Railway track from Kirol Fish Market	Existing	A sphalt	148.00	12.00
189	Parsiwadi Road	Existing	A sphalt	270.00	13.00
190	Road leading to Hayat Manzil from Sant Narsi Mehta Marg	Existing	A sphalt	102.00	3.97
191	Jai Ganesh Maidan Road-from LBS to Chirag Nagar	DP	Paver Blocks	480.00	13.00
192	Rajawadi Road No 1	DP	A sphalt	296.00	18.00
193	LBS Marg-From N.M. Rd to Mahindra park	DP	CC with Paver Strip	800.00	36.58
194	Vidyavihar Stn Road	DP	A sphalt	127.00	27.00
195	Road from Kalash Work to Cittranjan Nagar	Existing	A sphalt	133.00	7.50
196	Parsiwadi Cross Road	Existing	A sphalt	60.00	7.00
197	Tansa Pipe Line Road	Existing	A sphalt	350.00	7.00
198	Cemetery Road	Existing	A sphalt	215.00	7.50
199	Road from Bldgno 51 to 53, Pant Nagar	Existing	A sphalt	88.50	9.60
200	Road from Bldg No 59 to 63, Pant Nagar	TP-III	A sphalt	175.00	9.60
201	Road from Pant Nagar School no 3 to Bldg no 67	TP-III	A sphalt	180.00	9.60
202	Road from Bldg no 64 to Subhash Chandra Garden	TP-III	A sphalt	65.00	7.10
203	Road from Bldg no 76 to Bldg no 80, Pant Nagar	TP-III	A sphalt	120.00	10.00
204	Road in front of Datta Samant Office Near Apara Bazar	TP-III	A sphalt	41.00	4.50
205	Janata Society Road	TP-III	A sphalt	120.00	12.20
206	Cross Road to Hingwal Lane to Ram Narkar Marg	TP-III	A sphalt	310.00	13.40
207	Market Road	TP-III	A sphalt	135.00	9.60
208	Road from Bldg No 184 to Dead End	TP-III	A sphalt	110.00	9.60
209	Road from Bldg No 49 to Shri raj Chawk, Pant Nagar	TP-III	A sphalt	135.00	9.50
210	Road in front of Pantnagar School no 2	TP-III	A sphalt	120.00	10.00

211	Sant Dryaneshwar Marg	TP-III	A sphalt	900.00	12.20
212	Ram Narkar Marg	TP-III	A sphalt	570.00	13.40
213	Road leading to Gaurishankar Wadi No 1	TP-III	A sphalt	180.00	12.20
214	Laxmi Nagar Marg	DP	A sphalt	760.00	12.50
215	Ghatkopar Stn to Y ashawant Seth Jadhav Marg	TP-III	A sphalt	120.00	12.20
216	Stn Rd to A nkush Gawade Marg	TP-III	A sphalt	120.00	12.20
217	Retail market to Garden	TP-III	A sphalt	160.00	12.20
218	Cross road of 90' upto Sunil Bar	Layout Rd	A sphalt	65.00	11.10
219	Road from Sunil Bar to V.B. Lane, Samata Colony	Layout Rd	A sphalt	186.00	9.20
220	Road in front of Bldg no 152, Samata Colony	Layout Rd	A sphalt	55.00	9.50
221	Road in front of Bldg no 142, Samata Colony	Layout Rd	A sphalt	54.50	7.00
222	Cross Lane- V.B. Lane to Bldg No 139	Layout Rd	A sphalt	170.00	9.30
223	Road leading to Naidu Colony from Ambedkar Garden to DeadEnd	DP	A sphalt	232.00	8.40
224	Road from Bldg No 157 to Bldg No 151, Naidu Colony	DP	A sphalt	168.00	7.80
225	Road from Bldg No 151 to dead End, EEH	DP	A sphalt	402.00	10.10
226	Road from Bldg No 158 to Bhavani gen Store	DP	A sphalt	172.00	9.50
227	Road from Bldg No 159 to Bldg no 165, naidu Colony	DP	A sphalt	170.00	7.30
228	Road from Bldg no 165 to 167 naidu Colony	DP	A sphalt	170.00	8.00
229	Road from Bldg No 160 to Bldg No 167, Naidu Colony	DP	A sphalt	170.00	9.50
230	Road from Bldg No 172 to Bldg No 168, Naidu Colony	Existing	A sphalt	143.00	8.50
231	Road in front of Bldg no 151 to New part Nagar	Existing	A sphalt	54.50	9.60
232	Ramabai Colony road No-1	Existing	A sphalt	360.00	13.30
233	Ramabai Colony road No-2	Existing	A sphalt	284.00	5.30
234	Ramabai Colony road No-3	Existing	A sphalt	150.00	5.30
235	Ramabai Colony road No-5	Existing	A sphalt	144.00	5.30
236	Ramabai Colony road No-6	Existing	A sphalt	150.00	6.00
237	Road from Plot No53 to Plot No 104, Garodia Nagar	Layout Rd	A sphalt	280.00	12.00
238	Road from Plot No54 to Plot No 63, Garodia Nagar	Layout Rd	A sphalt	160.00	6.80
239	Road from Plot No 74 to Plot No 157, Garodia Nagar	Layout Rd	A sphalt	402.00	6.80
240	Road from Plot No 90 to Plot No 149, Garodia Nagar	Layout Rd	A sphalt	402.00	12.00

241	Road from Plot No 130 to Plot No 139(Pushpavihar Hotel), Garodia Nagar	Layout Rd	A sphalt	600.00	9.10
242	Road from Plot No 64 to Plot No 111, In front of Garodia Nagar School.	Layout Rd	A sphalt	250.00	9.10
243	Road from Plot No 43 to Plot No 40, Garodia Nagar	Layout Rd	A sphalt	140.00	6.80
244	Road from Plot No 39 to Plot No 40, Garodia Nagar	Layout Rd	A sphalt	100.00	6.00
245	Road from Plot No 29 to Plot No 10, Garodia Nagar	Layout Rd	A sphalt	160.00	6.80
246	Road from Plot No 22 to Plot No 16, Garodia Nagar	Layout Rd	A sphalt	100.00	6.80
247	Road from Plot No 177 to Plot No 133, Garodia Nagar	Layout Rd	A sphalt	280.00	13.40
248	Rajawadi Road No 1	Layout Rd	A sphalt	320.00	9.10
249	Rajawadi Road No 2	Layout Rd	A sphalt	102.00	10.20
250	Rajawadi Road No 3	Layout Rd	A sphalt	163.00	10.00
251	Kurla termnal road	Existing	A sphalt	660.00	10.30
252	Bhaveshwar Road	Existing	A sphalt	170.00	12.00
253	Baveshwar Off Lane	Existing	A sphalt	196.00	7.00
254	Vallabh Baug Lane- M.G rd to Nath pai Marg	DP	A sphalt	700.00	12.00
255	Gurukul Lane	Existing	A sphalt	186.00	6.00
256	Laxman nagar Lane	Existing	A sphalt	120.00	10.80
257	Shivaji Nagar Road	Existing	A sphalt	110.00	7.00
258	Balaji lane	Existing	A sphalt	120.00	10.00
259	Shree Rajchandra Lane	Existing	A sphalt	165.00	9.20
260	Ramm Baug Lane	Existing	A sphalt	270.00	9.20
261	Ram Baug Off Lane	Existing	A sphalt	40.00	8.00
262	Vidya Bhavan Road	Existing	A sphalt	370.00	13.00
263	Vidya Bhavan Off Lane	Existing	A sphalt	155.00	11.50
264	Sai Baba Lane	Existing	A sphalt	113.00	8.85
265	Mahaveer Lane	Existing	A sphalt	113.00	9.00
266	Bhavani Lane	Existing	A sphalt	113.00	9.00
267	BhanuShali Lane	Existing	A sphalt	500.00	10.00
268	Babli Pada Road	Existing	A sphalt	200.00	8.00