

Mysore City Corporation

**THE MANUAL CONTAINING INFORMATION
ABOUT CORPORATION UNDER SECTION
(4) (b) OF THE RIGHT TO INFORMATION
ACT, 2005**

1.	Particulars of organization, functions and duties of Public Authority	<p>The Municipal Council of Mysore City Corporation Consists of 65 Councilors elected from the wards. 5 Councilors nominated by Govt. and the jurisdictional MP/MLA/MLC as members. The head of the Council is the Mayor elected from among the Corporators of the wards. There is also a Deputy Mayor elected such powers delegated to him by the Mayor. The Commissioner appointed by the Govt. is the executive head of the Council. The Municipality has Executive Engineer/ Engineers/ Revenue Officer / ARO's / Health Officer / Manager / FDA / SDA/ Bill Collectors and Pourakarmikas.</p> <p>The Council has obligatory functions such as maintenance of roads, markets, public toilets, drainage, supply of drinking water, cleaning of streets, removal of garbage, regulation of buildings, slaughter houses, public hygiene prevention of contagious diseases, registration of births and deaths, street lighting etc and discretionary functions like maintenance of parks, gardens, libraries, hospitals providing entertainment in public places, slum up gradations, promotions of cultural, educational and aesthetic aspects urban forestry maintenance of destitute homes and implementation of urban poverty alleviation programme sponsored by Govt. etc.,</p>
2.	Powers of duties of the officers	<ol style="list-style-type: none"> 1. The commissioner as the executive head shall exercise such powers as may be delegated to him by the Council under the provisions of the Karnataka Municipal Corporation Act 1976. 2. He shall have the powers to grant, give or issue under his signature all licenses and permission, extracts of the public documents/certificates which may be granted under the provisions of the Municipal Karnataka Corporation Act 1976. 3. He is also empowered to withhold or suspend or withdraw such licenses if found to be against the interest of public or the Council. 4. He has powers to operate municipal funds, to receive, recover and credit to the municipal fund, all fees, taxes collected by the Corporation and to make payment towards execution of works and procurements, disbursement of salaries to the staff and the honorarium / Meeting fees etc., to the members of the Council. 5. He can invite tenders through public notice for execution of works or procurements of materials required by the City Corporation. 6. He can enter into a contract on behalf of the council 7. He also has the powers to transfer rights of the properties in favour of the transferees in the municipal registers. 8. He has powers to enter and inspect buildings and to remove unauthorized constructions, encroachments, advertisements, prevent nuisance, hazardous activities etc., 9. He has powers to sanction leave advances to the staff and to oversee their work as controlling officer. 10. The Commissioner has powers to sanction an estimate up to Rs. 15 lakhs (Fifteen Lakhs) 11. The Junior Engineer has powers to sanction an estimate up to Rs. 10,000/- 12. All other Officers of the Municipal Council do not have individual powers but assist the Commissioner/ Chief Officer to carry out his duties and functions or execute powers do legated to them by the Commissioner.

3.	The procedure followed in the Decision making process, including channels of supervision and accountability	The proposals received by the Municipal Council in the matters of execution/ repairs of infrastructure work are processed and examine by the Commissioner in terms of the provisions of the Karnataka Municipal Corporation Act / the instructions of the Govt. and placed before the Council for approval. The Council ordinarily meets once in a month. In urgent matters it can meet frequently. The Commissioner is required to prepare the agenda for the meeting of the council in consultation with the Mayor and sent to all the members at least 7 days in advance. After approval of the proposal by the Council the Commissioner can implement the decision if such decisions are within the powers of the Council in such reasonable time as may be required. If the decisions required the approval of higher field officers or the Govt. the Commissioner will accordingly seek the approval. The government is are vested with the supervisory powers and it can suspend/ set aside the decisions if found to be contrary to the provisions of the Karnataka Municipal Corporation Act. The Council and the Commissioner are accountable for all happenings in the Corporation.																								
4.	The Norms set for the discharge of functions of the Municipality	The Municipal Council functions within the norms stipulated in the Karnataka Municipalities Act and the Rules framed there under.																								
5.	Rules, regulations, instruction manuals and records held by the Municipal Council or under its Control or used by its employees for discharging its functions	<table border="1"> <tr> <td data-bbox="443 1139 500 1177">1.</td> <td data-bbox="500 1139 1276 1177">The Karnataka Municipal Corporation and Rules.</td> </tr> <tr> <td data-bbox="443 1177 500 1214">2.</td> <td data-bbox="500 1177 1276 1214">The Karnataka Municipal Taxation Rules. 1966</td> </tr> <tr> <td data-bbox="443 1214 500 1287">3.</td> <td data-bbox="500 1214 1276 1287">Karnataka Municipal Corporation (Election of Councilors) Rules.</td> </tr> <tr> <td data-bbox="443 1287 500 1325">4.</td> <td data-bbox="500 1287 1276 1325">Karnataka Municipal Manual .</td> </tr> <tr> <td data-bbox="443 1325 500 1370">5.</td> <td data-bbox="500 1325 1276 1370">Karnataka Town and Country Planning Act.</td> </tr> <tr> <td data-bbox="443 1370 500 1408">6.</td> <td data-bbox="500 1370 1276 1408">Karnataka parks and open spaces Act.</td> </tr> <tr> <td data-bbox="443 1408 500 1446">7.</td> <td data-bbox="500 1408 1276 1446">Mysore City Corporation building Bye-laws etc.,</td> </tr> <tr> <td data-bbox="443 1446 500 1583">8.</td> <td data-bbox="500 1446 1276 1583">Circular instructions issued by Govt. from time to time with regard to implementation of Govt. sponsored programmes</td> </tr> <tr> <td data-bbox="443 1583 500 1655">9.</td> <td data-bbox="500 1583 1276 1655">The Map/ Notifications with regard to Constitution of the Corporation and the Council .</td> </tr> <tr> <td data-bbox="443 1655 500 1771">10.</td> <td data-bbox="500 1655 1276 1771">The details such as extent, type of use and name of the owners of all the properties situated within the limits of the Corporation .</td> </tr> <tr> <td data-bbox="443 1771 500 1843">11.</td> <td data-bbox="500 1771 1276 1843">Records of Births and Deaths of persons within the Corporation limits .</td> </tr> <tr> <td data-bbox="443 1843 500 1964">12.</td> <td data-bbox="500 1843 1276 1964">Basic data such as No. of streets length of roads, No. of Properties, play ground, Schools, hospitals, post offices, banks, public offices etc.</td> </tr> </table>	1.	The Karnataka Municipal Corporation and Rules.	2.	The Karnataka Municipal Taxation Rules. 1966	3.	Karnataka Municipal Corporation (Election of Councilors) Rules.	4.	Karnataka Municipal Manual .	5.	Karnataka Town and Country Planning Act.	6.	Karnataka parks and open spaces Act.	7.	Mysore City Corporation building Bye-laws etc.,	8.	Circular instructions issued by Govt. from time to time with regard to implementation of Govt. sponsored programmes	9.	The Map/ Notifications with regard to Constitution of the Corporation and the Council .	10.	The details such as extent, type of use and name of the owners of all the properties situated within the limits of the Corporation .	11.	Records of Births and Deaths of persons within the Corporation limits .	12.	Basic data such as No. of streets length of roads, No. of Properties, play ground, Schools, hospitals, post offices, banks, public offices etc.
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6.	A Statement of the categories of documents that are held by the Municipality or under its control	<ul style="list-style-type: none"> a) Municipal Assessment Register containing the property details and assessment. b) Cash Book Register indicating all receipts expenditure. c) Copies of the sanctioned plan of buildings d) Birth and Death Registers e) Register of the proceedings of the Municipal Council I f) Register containing -Assets of the , Municipality. g) Project Reports and Maps of the, roads, drainage, water supply and other infrastructure facility built by the Corporation . 																								

7.	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 of the Municipality or implementation thereof.	The programmes and policies of Corporation are formulated by members of the Corporation who are non other than public representatives. The Corporation in certain occasions does consult the members of the public/local welfare association/ NGOs wherever necessary.
8.	A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advise 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	Four Standing Committees consisting of 7 No. of Councilors to deal with the matters of 1. Taxation & Finance 2. Public health , Education and social justice 3. Town planning and Accounts has been constituted on 15.9.05. The minutes of the meetings of these committees are open to public except those exempted under the provisions of the Right to Information Act. 2005.
9.	A directory of its officers and employees.	Name & Designation Telephone No. i) ANNEXURE - A ii)
10.	The monthly remuneration received by the officers and employees of the Municipality, including the system of compensation as provided in its regulation	The remuneration of the officers and officials is furnished below:- Name Amount i) ii) iii) ANNEXURE - B iv)

11.	The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditure and reports on disbursements made	Budget (Plan wise) i) ii) ANNEXURE - C iii)	Proposed Expdr.	Disbursement
12.	The manner of execution of subsidy programmes including the amounts allocated and the details of beneficiaries of such programmes	Subsidy progms i) SEE ANNEXURE - D ii) iii)	Amt. allotted	Beneficiaries
13.	Particulas of recipients of concessions, permits or authorizations granted by Municipality	Name of the recipient i) ii) - NIL - iii)		Details of concession/ permits granted by Municipality
14.	Details in respect of the information available to or held by its, reduced in an electronic form	Reduced information in an electronic form is available in the following areas:- i) Computer center ii) Corporation		
15.	The particulars of facilities available to citizen including the working hours of a library or reading room if maintained for public use	The Corporation has the following facilities to help the citizens i) Public reading Rooms Mohd. sait Block ii) Public reading Rooms Mandi Mohalla iii) Public reading Rooms Lakshar Mohalla iv) Public reading Rooms Ward No. 40		
16.	The names, designations and other particulars of the Public Information Officers;	Name & Desgn of the PRO/ APRO & Appellate Authority Enclosed ANNEXURE - E	Telephone o.	
17.	Such other information as may be prescribed	-Nil-		

ANNEXURE - A

Details of Telephone numbers

S N	Location	Phone No	
1.	The Mayor	Office	2418-801
2.		Res	2418-804
3.	Commissioner	Office	2418-803
4.		Res	2418-802
5.	Deputy Mayor	Office	2418-805
6.		Res	2418-806
7.	EPABX Lines		2418-807
8.			2418-808
9.			2418-809
10.			2418-810
11.			2418-811
12.			2418-812
13.			2418-813
14.			2418-814
15.			2418-815
16.	Wire less Control Room		2418-816
17.	Deputy Commissioner	Off	2418-819
18.		Res	2418-890
19.	Town Hall		2418-820
20.	Superintend Engineer	Off	2418-828
21.		Res	2418-859
22.	Revenue officer	Off	2418-840
23.	Health officer	Off	2418-861
24.		Res	2418-873
25.	Call center		2418-800
26.	Chamraja Mohalla	Office (Rev)	2418-821
27.	Mandi Mohalla	Office (Rev)	2418-822
28.	Lashkar Mohalla	Office (Rev)	2418-823
29.	Nazarbad Mmohalla	Office(Rev)	2418-824
30.	K.R.Mohalla zonal	Office (Rev)	2418-825
31.	Fort Mohalla zonal	Office (Rev)	2418-826
32.	Devraja Mohalla	Office (Rev)	2418-831
33.	Devraja Market, Sergeant	Office	2418-817
34.	Office at Sewage farm		2418-818
35.	Election branch office		2418-860
36.	MCC Guest house		2418-885
37.	Ex. Engineer VVWW	Off	2418-849
38.		Res	2545-620
39.	AEE VVWW (East)	Off	2418-827
40.		Res	2418-832
41.	AEE VVWW (west)	Off	2418-833
42.	AEE VVWW UGD	Off	2418-834
43.		Res	2416-797
44.	Booster pump house VVWW		2418-837

45.	Jewel filter pump house VVWW		2418-830
46.	Ramnahalli WTP VVWW		2418-838
47.	Devnoor zonal reservoir VVWW		2418-841
48.	Chamraja Mohalla VVWW		2418-843
49.	V.V.Mohalla VVWW		2418-844
50.	German zonal reservoir VVWW		2418-845
51.	K.R.Mohalla VVWW		2418-846
52.	Work shop VVWW		2418-847
53.	N.R Mohalla VVWW		2418-848
54.	Fort Mohalla VVWW		2418-851
55.	Lashkar Mohalla VVWW		2418-852
56.	Mandi Mohalla VVWW		2418-854
57.	New Nazarbad Mohalla VVWW		2418-855
58.	Nazarbad Mohalla VVWW		2418-857
59.	Devraja Mohalla HLR VVWW		2418-858
60.	Vivekanandanagar VVWW		2418-863
61.	J.P nagar VVWW		2418-879
62.	Kuvempunagar VVWW		2418-872
63.	C.S.R.Vijaya nagar VVWW		2418-883
64.	Asst.Commissioner		2418-869
65.	A.E.E. (C.R)	Res	2518-836
66.	A.E.E. (K.R)	Res	2418-889
67.	A.E.E. (V)&S.L.S.D	Res	2418-877
68.	A S O	Res	2418-886
69.	Rajashekar Bharathnoor A.E.(vvws)	Res	2418-866
70.	Rachappa A.E.(vvws)	Res	2418-862
71.	Chanabasavegowda J.E.(vvws)	Res	2418-898
72.	Nadeem J.E.(vvws)	Res	2418-867
73.	Basavaraju A.E.(vvws)	Res	2418-887
74.	Arunkumar A.E.(vvws)	Res	2418-880
75.	Mahadevaiyya A.E.(vvws)	Res	2418-897
76.	Vijindra .(vvws)	Res	2418-850
77.	Asst.Ex. Engineer (Narshinrajas)	Res	2418-859
78.	Ranganath (Election-branch)	Res	2418-850
79.	Gauge Room .(vvws)		2418-884

ANNEXURE – B

ಕ್ರ. ಸ	ಹುದ್ದೆಯ ಪದನಾಮ	ವರ್ಗ	ಮಂಜೂರಾತಿ ನಿರ್ದರಣೆ	ವೇತನ ಶ್ರೇಣಿ	ಪ್ರಸ್ತುತ ಕಾರ್ಯ ನಿರ್ಧರಣೆ	ಖಾಲಿ
1	ಆಯುಕ್ತರು	ಎ	1	10620-14960	1	-
2	ಉಪ ಆಯುಕ್ತರು	ಎ	1	9580-14200	1	-
3	ಸಹಾಯಕ ಆಯುಕ್ತರು	ಎ	1	8000-13440	-	1
4	ಕೌನ್ಸಿಲ್ ಕಾರ್ಯದರ್ಶಿ	ಎ	1	8000-13440	1	-
5	ಮುಖ್ಯ ಲೆಕ್ಕಾಧಿಕಾರಿ	ಎ	1	9580-14200	1	-
6	ಮುಖ್ಯ ಲೆಕ್ಕ ಪರಿಶೋಧಕರು	ಎ	1	7400-13120	1	-
7	ಸರ್ವಾಜನಿಕ ಸಂಪರ್ಕಾಧಿಕಾರಿ	ಎ	1	7400-13120	1	-
8	ಅಧೀಕ್ಷಕ ಅಭಿಯಂತರರು	ಎ	1	10620-14960	-	1
9	ಕಾರ್ಯಪಾಲಕ ಅಭಿಯಂತರರು	ಎ	1	9580-14200	1	-
10	ಸಹಾಯಕ ಕಾರ್ಯಪಾಲಕ ಅಭಿಯಂತರರು	ಎ	4	7400-13120	4	-
11	ಉಪ ನಿರ್ದೇಶಕರು, ಟಿ.ಪಿ.ಸಿ	ಎ	1	9580-14200	1	-
12	ಆರೋಗ್ಯಾಧಿಕಾರಿ	ಎ	1	9580-14200	1	-
13	ಉಪ ಆರೋಗ್ಯಾಧಿಕಾರಿ	ಎ	1	7400-13120	1	-
14	ಕಂದಾಯಾಧಿಕಾರಿ	ಎ	1	8000-13440	1	-
15	ರಾಸಾಯನಿಕ ತಜ್ಞರು	ಎ	1	7400-13120	-	1
16	ವೈದ್ಯಾಧಿಕಾರಿ (ಡಿ.ಪಿ.ಟಿ ಮತ್ತು ಸಿ.ಎಫ್.ಡಬ್ಲ್ಯು.ಬಿ.)	ಎ	6	7400-13120	4	2
17	ಸಾಂಖ್ಯಿಕ ಅಧಿಕಾರಿ	ಎ	1	6000-11200	-	1
18	ಉಪ ಕಂದಾಯಾಧಿಕಾರಿ	ಬಿ	1	6000-11200	1	-
19	ಪಶು ವೈದ್ಯಾಧಿಕಾರಿ	ಬಿ	1	6300-11840	1	-
20	ಸಹಾಯಕ ತೋಟಗಾರಿಕೆ ನಿರ್ದೇಶಕರು	ಬಿ	1	6000-11200	-	1
21	ಲೆಕ್ಕ ಪರಿಶೋಧನಾಧಿಕಾರಿ	ಬಿ	1	6000-11200	1	-
22	ಲೆಕ್ಕದ ಅಧೀಕ್ಷಕರು (ಎಸ್.ಎ.ಡಿ)	ಬಿ	1	5575-10620	1	-

ANNEXURE – C

Sl. No.	<u>Particulars</u>	05-06 Amount Allotted	Current year Expenditure upto last Month	Sept. 05 Expenditure	Total Expenditure	Out standing Bills
1.	Council Section Expenditure	38.00	1134500	170636	1305136	0
2.	Employee Expenditure	2178.75	91720384	15672829	107393213	0
3.	Office Expenditure	1187.50	3925199	1024790	4949989	0
4.	Repairs & Maintenance	1556.95	50945133	12533856	63478989	16739677
5.	Materials & Supply	118.00	4121275	317255	4438530	0
6.	Financial Expenditure	2043.91	39914537	19358715	59273252	0
7.	Dasara Works	130.00	7775461	1845509	9620970	0
8.	Miscellaneous	0.40	0	0	0	0
9.	Medical/ Sanitation	41.85	166740	357679	524419	0
10.	Economically Backward Programme	54.20	1135759	94211	1229970	0
11.	18% Programme	260.00	7662735	2666413	10329148	0
12.	Grants/ Installments Payments	21.50	115014	0	115014	0
13.	Capital Expenditure Payment	1442.50	62189177	13980969	76170146	58740171
14.	Hudco/ Loan from Nationalized Banks	2.10	691926	0	691926	0
15.	ADB Loan	0.00	0	0	0	0
16.	Kabini	1.00	0	0	0	0
Total		9076.66	271497840	68022867	339520702	75479848

ANNEXURE – D

**Directorate of Municipal Administration
Government of Karnataka**

Name of the ULB: Mysore City Corporation

Scheme Component	<u>Allocation</u>			<u>Expenditure</u>			<u>Balance</u>
	Up to the End of previous year from 1.12.97	During the Year	Total	Up to the End of previous year from 1.12.97	During the Year	Total	
ME	7628281	1350000	8978281	7628281	803220	8431501	546780
DWACUA	2900000	600000	3500000	2900000	-	2900000	600000
TCG	1000000	500000	1500000	1000000	-	1000000	500000
Training	4027684	150000	4177684	4027684	-	4027684	150000
Infrastructure	-	-	-	-	-	-	-
UWEP	27907	27907	-	-	-	-	27907
CSC	7638050	24590	7662640	7638050	-	7638050	24590
A&OE	3719860	192400	912260	3719860	145800	3865660	46600
Total	26913875	2844897	29758772	26913875	949020	27862895	1895877

ANNEXURE - E

The Following are the Appellate Authority as per right to Information Act 2005.

Sl. No.	Particulars	Appellate Authority to Issue information
1.	Works, Sites & houses rights certificates, Street lighting/ Vehicle section, Horticulture, Sewage Farm, Town Hall works etc.	Sri. K. Shivappa Superintendent Engineer (incharge)
2.	House building licence, Completion Licence etc.	Sri. Kempaiah, Deputy Director, Town Planning
3.	Road Sanitation/ Solid Waste Management/ Trade Licence, Family Planning, Ayurveda Hospital, D.P,T, Registration of Birth & Death etc.	Dr. T. S. Nagraj, Health officer, Health Section.
4.	Property Tax/ Buildings/ Rents/ Corporation Quarters Residential Certificates/ Khata Transfer.	Sri. T. N. Prabhakar, Revenue Officer, Revenue Section
5.	Procurement of materials at central stores/ Advertisements,	Smt. M. V. Sudha, Assistant Commissioner
6.	Public Grievances & Complaints	Sri.Tangavelu Shetty, Public Relations Officer, Mysore City Corporation
7.	Water Supply, Water Tax, UGD, Domestic/ Non Domestic, Commercial etc.	Sri.Chamaraje Gowda, Executive Engineer, Water Supply & UGD division.
8.	Council/ Standing Committee Meeting proceeding, Ashraya Housing.	Smt. Seethamma, Council Secretary.
9.	Accounts, Audit, 18% Expenditure Financial Help for cremation etc.	Smt. Indramma.B.G, Chief Accounts Officer
10.	Election/ Votes List/ ID Card	ARO's 1. Smt. Seethamma, NR Constituency. 2. Smt. Sudha, . M. V. Constituency. 3. Sri. T.N.Prabhakar,KR Constituency.
11.	Personnel Transfers/ Service matters/ Transfer/ Conduct/ Administrative matters & others	Sri. A. H. Gurumurthy, Deputy Commissioner.