

# TOWN MUNICIPAL COUNCIL, BHATKAL (U.K.)

## INFORMATION PUBLISHED BY THE TOWN MUNICIPAL COUNCIL, 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 <b>Bhatkal</b> consists of <b>23</b> Councilors elected from the <b>23</b> Wards, 5 Councilors nominated by Govt. and the jurisdictional MP/MLA/MLC as Members. The head of the Council is the President elected from among the Councilors of the Wards. There is also a Vice-President elected from among the Councilors to exercise such powers delegated to him by the President. The Chief Officer appointed by the Govt. is the executive head of the Council. The Municipality has Engineer / Engineers / Health Inspectors / 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, promotion 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 and duties of the Officers	<ul style="list-style-type: none"><li>(i) The Chief Officer as the executive head shall exercise such powers as may be delegated to him by the Municipal Council under the provisions of the Karnataka Municipalities Act.</li><li>(ii) 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 Act.</li><li>(iii) He is also empowered to withhold or suspend or withdraw such licenses if found to be against the interest of public or the Municipality.</li><li>(iv) He has powers to operate municipal funds, to receive, recover and credit to the municipal fund, all fees, taxes</li></ul>

		<p>collected by the Municipality 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.</p> <ul style="list-style-type: none"> <li>(v) He can invite tenders through public notice for execution of works or procurements of materials required by the municipal council.</li> <li>(vi) He can entered into a contract on behalf of the council.</li> <li>(vii) He also has the powers to transfer rights of the properties in favour of the transferees in the municipal registers.</li> <li>(viii) He has powers to enter and inspect buildings and to remove unauthorized constructions, encroachments, advertisements, prevent nuisance, hazardous activities etc.,</li> <li>(ix) He has powers to sanction leave, advances to the staff and to oversee their work as controlling officer.</li> <li>(x) The Assistant Executive Engineers of the Municipality has powers to sanction an estimate up to Rs.10 lakhs.</li> <li>(xi) The Assistant Engineer has powers to sanction an estimate up to Rs.20,000/-</li> <li>(xii) The Junior Engineer has powers to sanction an estimate up to Rs.10,000/-</li> <li>(xiii) All other staff of the Municipal Council do not have individual powers but assist the Commissioner/Chief Officer to carry out his duties and functions.</li> </ul>
3	<p>The procedure followed in the Decision making process, including channels of supervision and accountability:</p>	<p>The proposals received by the Municipal Council in the matters of execution / repairs of infrastructure works are processed and examined by the Chief Officer in terms of the provisions of the Karnataka Municipalities 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 Chief Officer is required to prepare the agenda for the meeting of the Council in consultation with the President and send to all the members atleast 7 days in advance. After approval of the proposal by the Council the Chief Officer can implement the decision if such decisions are within the powers of the Council in such reasonable</p>

		time as may be required. If the decisions required the approval of higher field officers or the Govt. the Chief Officer will accordingly seek the approval. The Deputy Commissioner and the Director of Municipal Administration are vested with the supervisory powers and these officers can suspend / set aside the decisions if found to be contrary to the provisions of the Karnataka Municipalities Act. The Council and the Chief Officer are accountable for all happenings in the municipality.
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	Rule, regulations, instruction manuals and records held by the Municipal Council or under its control or used by its employees for discharging its function	<ul style="list-style-type: none"> <li>i) The Karnataka Municipal Taxation Rules 1966,</li> <li>ii) Karnataka Municipalities (Election of Councillors) Rules,</li> <li>iii) The Karnataka Municipalities (President and Vice president) Elections Rules.</li> <li>iv) The Karnataka Municipalities (Powers and Expenditure) Rules, 1986</li> <li>v) The Karnataka Municipalities (Accounts) Rules</li> <li>vi) The Karnataka Municipalities (Limitations on the powers of Contract) Rules, 1966</li> <li>vii) The Karnataka Municipalities (Preparation of Plans and Estimates and Execution of Municipal Works) Rules, 1966.</li> <li>viii) The Karnataka Municipalities (Guidance of Officers, Grant of Copies and Miscellaneous Provisions) Rules, 1966.</li> <li>ix) The Karnataka Municipalities (Procedure and Conduct of Business) Rules 1977.</li> <li>x) The Karnataka Municipalities (Recruitment of Officers and Employees) Rules, 2004</li> <li>xi) The Karnataka Municipalities (Conditions of Service) Rules 1987</li> <li>xii) The Karnataka Municipalities Accounts Rules 1965.</li> <li>xiii) Bye-laws to regulate buildings.</li> <li>xiv) Circular Instructions issued by the Govt. from time to time with regard to implementation of Govt. sponsored programmes.</li> <li>xv) The Map/ Notifications with regard to Constitution of the Municipality and the Council.</li> <li>xvi) The details such as extent, type of use and name of the owners of all the properties situated within the limits of the Municipalities.</li> <li>xvii) Records of Births and Deaths of persons within the Municipalities.</li> </ul>

		xviii) Basic data such as No. of streets length of roads, No. of properties, play grounds, schools, hospitals, post offices, banks, public offices etc.,
6	A statement of the categories of documents that are held by the Municipality or under its control	<ul style="list-style-type: none"> <li>a) Municipal Assessment Register containing the property details and assessment</li> <li>b) Cash Book Register indicating all receipts and expenditure</li> <li>c) Copies of the sanctioned plan of buildings</li> <li>d) Birth and Death Registers.</li> <li>e) Register of the proceedings of the Municipal Council</li> <li>f) Register containing Assets of the Municipality</li> <li>g) Project Reports and Maps of the roads, drainage, water supply and other infrastructure facility built by the Municipality.</li> </ul>
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 the municipality are formulated by members of the municipality who are non other than public representatives. The Municipality 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;	A Standing Committee consisting of <u>7</u> No. of Councilors to deal with the matters of taxation, finance, public health, education, social justice, town planning and accounts is constituted on <u>March 2005</u> The minutes of the meetings of this committee are open to public except those exempted under the provisions of the Right to Information Act, 2005

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A directory of its officers and employees

<b>Name &amp; Designation</b>	<b>Telephone No.</b>
1 C.D.Dhalavi - CO	08385 226408
2 Neelakant B Khalal - RO	08385 226408
3. Jafarsab - EEN	08385 226408
4. Sadanand Salehittal - JE	08385 226408
5. Safiyan Byari – JE	08385 226408
6. Vanita - Accountant	08385 226408
7. Nilakantha .M.Mestha - FDA	08385 226408
8. Venugopal Shastri – SJSRY-PO	08385 226408
9. Jagdish Ganiger – SJSRY –CO	08385 226408
10. M.A.Shaikh - SDA	08385 226408
11. Kiran.N.Bhatkalkar - SDA	08385 226408
12. A.S.Shaikh - Peon	08385 226408
13. Maasthi Soora Gonda – Peon	08385 226408
14. V.S.Palekar – Bill Collector	08385 226408
15. Anil.S.Prabhu - SHI	08385 226408
16. Deepak.M.Shetty – FM	08385 226408
17. G.G.Shiralikar - Dafedaar	08385 226408
18. D.S.Naik – Pump Operator	08385 226408
19. G.P.Karki – Fitter	08385 226408
20. M.E.Naik – Helper	08385 226408
21. R.N.Naik - Helper	08385 226408
22. Vaasu Mangala – PK	08385 226408
23. Chandu Sanka - PK	08385 226408
24. Soma Sukra - PK	08385 226408
25. Venkatesh Mangala – PK	08385 226408
26. Annappa Sanka - PK	08385 226408
27. Venkatesha Gurava - PK	08385 226408
28. Padmayya Narayan - PK	08385 226408
29. Chandru Ganapa – PK	08385 226408
30. Kuppamma Shaniya - PK	08385 226408
31. Narayan Gopala – PK	08385 226408
32. Madevi Annappa - PK	08385 226408
33. Manjunath.N.Naik – Driver	08385 226408
34. Mohammad Raffiq – Driver	08385 226408
35. Vinod.P.Naik - SDA	08385 226408
36. Ganesh.G.Bhat – Typist	08385 226408
37. Manjunath.S.Naik – Peon	08385 226408
38. R.S.Ulvekar – Bill Collector	08385 226408
39. Narayan.E.Naik – Electrician	08385 226408
40. Manjappa.J.Naik – Driver	08385 226408
41. Muniswamy Abbu – Helper	08385 226408
42. Balachandra.N.Naik – Helper	08385 226408
43. Mutthu Gopal – PK	08385 226408

		44. Ganesh Amavasye – PK	08385 226408
		45. Jayalaxmi Muttu – PK	08385 226408
		46. Jayalaxmi Ganesh – PK	08385 226408
		47. Raju Abbu – PK	08385 226408
		48. Kannan Mutthu – PK	08385 226408
		49. Shet Panmudi - PK	08385 226408
		50. Murugesh Mariyappa – PK	08385 226408
		51. Karpai Manikya - PK	08385 226408
		52. Shekar Govinda – PK	08385 226408
		53. Shanti Murugesh – PK	08385226408
		54. Mahadev Narayan - PK	08385 226408
		55. Ravi Narayan - PK	08385 226408
		56. Babu Mangala – PK	08385226408
		57. Mari Muttu - PK	08385 226408
		58. Ganapati Mangala – PK	08385 226408
		59. Annappa Kannan – PK	08385 226408
		60. Ganesh Shaniya - PK	08385 226408
		61. Girija Vaasu - PK	08385 226408
		62. Yellamma Nagesh – PK	08385 226408
		63. Laxmi Krishna – PK	08385 226408
		64. Susheela Krishna – PK	08385 226408
		65. Shanti Rajappa – PK	08385 226408
		66. Sajani.K.Murudeshwar – Balawadi	08385 226408
		67. Sumati.S.Harijan – Aaya	08385 226408
		68. Savitha.C.Devadig – Aaya	08385 226408

10	The monthly remuneration received by the officers and employees of the Municipality, including the system of compensation as provided in its regulations;	The remuneration of the officers and officials is furnished below :-	
		Name	Amount
		1 C.D.Dhalavi - CO	11130=00
		2 Neelakant B Khalal - RO	9614=00
		3. Jafarsab - EEN	10585=00
		4. Sadanand Salehittal - JE	9621=00
		5. Safiyan Byari – JE	8077=00
		6. Vanita - Accountant	7330=00
		7. Nilakantha .M.Mestha - FDA	6820=00
		8. Venugopal Shastri – SJSRY-PO	6802=00
		9. Jagdish Ganiger – SJSRY –CO	5305=00
		10. M.A.Shaikh - SDA	6132=00
		11. Kiran.N.Bhatkalkar - SDA	5314=00
		12. A.S.Shaikh - Peon	6152=00
		13. Maasthi Soora Gonda – Peon	5205=00
		14. V.S.Palekar – Bill Collector	6648=00
		15. Anil.S.Prabhu - SHI	7426=00
		16. Deepak.M.Shetty – FM	4432=00
		17. G.G.Shiralikar - Dafedaar	4432=00

18.	D.S.Naik – Pump Operator	10188=00
19.	G.P.Karki – Fitter	4948=00
20.	M.E.Naik – Helper	7356=00
21.	R.N.Naik - Helper	7356=00
22.	Vaasu Mangala – PK	5974=00
23.	Chandu Sanka - PK	5431=00
24.	Soma Sukra - PK	5681=00
25.	Venkatesh Mangala – PK	5180=00
26.	Annappa Sanka - PK	5055=00
27.	Venkatesha Gurava - PK	5305=00
28.	Padmayya Narayan - PK	4805=00
29.	Chandru Ganapa – PK	4220=00
20.	Kuppamma Shaniya - PK	4604=00
31.	Narayan Gopala – PK	4345=00
32.	Madevi Annappa - PK	4345=00
33.	Manjunath.N.Naik – Driver	6586=00
34.	Mohammad Raffiq – Driver	5463=00
35.	Vinod.P.Naik - SDA	7164=00
36.	Ganesh.G.Bhat – Typist	5275=00
37.	Manjunath.S.Naik – Peon	4345=00
38.	R.S.Ulvekar – Bill Collector	5185=00
39.	Narayan.E.Naik – Electrician	4517=00
40.	Manjappa.J.Naik – Driver	5205=00
41.	Muniswamy Abbu – Helper	4345=00
42.	Balachandra.N.Naik – Helper	4345=00
43.	Mutthu Gopal – PK	4345=00
44.	Ganesh Amavasye – PK	4345=00
45.	Jayalaxmi Muttu – PK	4345=00
46.	Jayalaxmi Ganesh – PK	4345=00
47.	Raju Abbu – PK	4345=00
48.	Kannan Mutthu – PK	4345=00
49.	Shet Panmudi - PK	4345=00
50.	Murugesha Mariyappa – PK	4345=00
51.	Karpai Manikya - PK	4345=00
52.	Shekar Govinda – PK	4345=00
53.	Shanti Murugesha – PK	4345=00
54.	Mahadev Narayan - PK	4345=00
55.	Ravi Narayan - PK	4345=00
56.	Babu Mangala – PK	4345=00
57.	Mari Muttu - PK	4345=00
58.	Ganapati Mangala – PK	4345=00
59.	Annappa Kannan – PK	4345=00
60.	Ganesh Shaniya - PK	4345=00
61.	Girija Vaasu - PK	4345=00
62.	Yellamma Nagesh – PK	4345=00

		63. Laxmi Krishna – PK	4345=00	
		64. Susheela Krishna – PK	4345=00	
		65. Shanti Rajappa – PK	4345=00	
		66. Sajani.K.Murudeshwar – Balawadi Teacher	5185=00	
		67. Sumati.S.Harijan – Aaya	4345=00	
		68. Savitha.C.Devadig – Aaya	4345=00	
11	The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made;	<u>Budget</u> (Planwise)	<u>Proposed Expdr</u>	<u>Disbursement</u>
		A 31,74,000=00	31,74,000	6,71,834
		B 32,90,000=00	32,90,000	5,99,355
		C 80,38,000=00	80,38,000	14,93,971
		D -	-	-
		E 33,85,000=00	33,85,000	11,80,450
		F 2,50,000=00	2,50,000	53,580
		G 7,00,560=00	7,00,560	2,38,058
		H 9,59,500=00	9,59,500	16,923
		----- 1,97,97,060=00	1,97,97,060	42,54,171
12	The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes;	<u>Subsidy Progrms</u>	<u>Amt allotted</u>	<u>Beneficiaries</u>
		i) ME	-	-
		ii) DWACUA	-	-
13	Particulars of recipients of concessions, permits or authorizations granted by Municipality - 25	<u>Name of the recipient</u>	<u>details of concessions/ Permits granted by Municipality</u>	
		<b>Sl No</b>	<b>Name of the recipient</b>	<b>Details of concessions/permits granted by the Municipality</b>

		1	Sri. Shivanand Ramachandra Mahale	Resident / 6/4/05
		2	Smt. Bibi Ameena Com Sayeed Jafar	Masjid / 6/4/05
		3	Sri. V. U. <u>Shankar Narayan Nair</u>	Resident / 6/4/05
		4	Sri. Bibi Zahara Mohd. Jaffar Mothisham	Commercial / 30/4/05
		5	Sri. Rama Ramanna Gonda	Compound Wall / 21/4/05
		6	Sri. Upendra Shantaram Bhatt	Resident / 9/5/05
		7	Smt. Veena Kolle c/o G.G. Kolle	Commercial / 5/5/05
		8	Sri. Devendra Nagappa Naik	Resident / 26/5/05
		9	Sri. Abdul Raheem Hassan Saheb Kashmirji	Commercial / 26/5/05
		10	Ravindra Krishna Naik	Commercial / 27/5/05
		11	Mohd. Rafique Mohd. Iqbal Saheb Moulim	Resident / 27/5/05
		12	Mohd. Zakeer Kashmirji Shamshudding Kashmirji	Resident / 20/5/05
		13	Sri. Khaja Iliyas Abdul Majeed Saheb Kaku	Garage / 4/6/05
		14	Smt. Nurunnissa Abdul Gafur Sada	Resident / 14/6/05
		15	Sri. Ruknuddin Shipayee Abdul Gafur	Commercial / 29/6/05
		16	Sri. Sankappa Naga Naik	Resi/Commercial /1/7/05
		17	Smt. Balkis Banu Abdul Kadar Jailani	Resident / 19/ 7/ 05
		18	Sri. Mohd. Jaffer Abdul Razaak Chamundi	Resident / 4/8/05
		19	Sri. Narayan Somayya Devadig	Resident / 20/8/05
		20	Manager, Grameena Bank, Jaali	Commercial / 27/8/05
		21	Smt. Jameela Hassan Shabber Saheb Shyabandri	Resident / 1/9/05
		22	Sri. Irappa Kanchigundi Naik	Commercial / 1/9/05
		23	Sri. Sadatha AliKhan Pattan Mehabood AliKhan Pattan	Resident / 17/9/05
		24	Sheshagiri Manjunath Gawali	Resident / 26/9/05
		25	Sri. Sudhakar Gopal Mahale	Commercial / 26/9/2005
14	Details in respect of the information, available to or held by it, reduced in an	Reduced information in an electronic form is available in the following areas:-		

	electronic form;	<p>i) Municipal Office</p> <p>ii) Website: <a href="http://www.bhatkaltown.gov.in">www.bhatkaltown.gov.in</a></p>								
15	The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use;	<p>The Municipality has the following facilities to help the citizens for obtaining information.</p> <p>i) Helpline :PhoneNo :08385-228508</p> <p>ii)</p> <p>iii)</p>								
16	The names, designations and other particulars of the Public Information Officers;	<table border="0"> <thead> <tr> <th>Name and Desgn Of the PRO/APRO &amp; Appellate Authority</th> <th>Telephone No.</th> </tr> </thead> <tbody> <tr> <td>i) C.D.Dhalavi – CO</td> <td>08385 226408</td> </tr> <tr> <td>ii) N.B. Khalal - RO</td> <td>08385 226408</td> </tr> <tr> <td>iii) Neelakanta Mestha - FDA</td> <td>08385 226408</td> </tr> </tbody> </table>	Name and Desgn Of the PRO/APRO & Appellate Authority	Telephone No.	i) C.D.Dhalavi – CO	08385 226408	ii) N.B. Khalal - RO	08385 226408	iii) Neelakanta Mestha - FDA	08385 226408
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i) C.D.Dhalavi – CO	08385 226408									
ii) N.B. Khalal - RO	08385 226408									
iii) Neelakanta Mestha - FDA	08385 226408									
17	Such other information as may be prescribed	Nil								