

Information regarding RTI Act 2009

1. Introduction:

This information may prove helpful in getting the information about R&B Division No-2nd Kargil regarding its functioning.

2. Objective/ Purpose of the Information:-

The main objective of this information is to provide information to the required person about functioning of R&B Division No-2nd Kargil.

3. Contract Person:-

- a) Executive Engineer, R&B Division No-2nd Kargil
- b) Phone No. 01985-232270
- c) Email:- randbkargil@gmail.com

4. Function and duties of R&B Division No-2nd Kargil

The R&B Division No-2nd Kargil is the main implementing agency for the construction/ upgradation of roads and buildings under various sector in Kargil District.

5. Duties of the Division:

The duties of the R&B Division No-2nd Kargil regarding functioning as under:-

To prepare the plan/ projects for various schemes under various sectors like Road, Bridges, Building etc and implement of the work to complete within the targated period. The R&B Division No-2nd Kargil is the executing agency for the following Central/State Sector Scheme approved by the concerned authorities through tendering system.

- i) District Plan:
- ii) BADP

- iii) NABARD
- iv) Special Task Force
- v) 13th Finance Commission
- vi) Deposit Contribution Works.
- vii) TSP
- viii)RMSA
- ix) NRHM
- x) Flood Related Works
- xi) Bamboo Structures etc

6. Organization Chart of the R&B Division No-2nd Kargil as under:-

- 1- District Superintending Engineer (PWD) Kargil
- 2- Executive Engineer, R&B Division No-2nd Kargil
- 3- Assistant Executive Engineer,
- 4- Assistant Engineer
- 5- Junior Engineer,
- 6- Work Supervisor
- 7- Helper

7. Address of the Main Office:

Office of the Executive Engineer,
R&B Division No-2nd Baroo, Kargil

8. Financial Power of the Division.

- i) Allotment of contract/ tenders for the work upto Rs. 40.00 Lacs
- ii) Accord of Technical Sanction of the estimate upto Rs. 10.00 Lacs
- iii) Drawing and Disbursing power for the salaries of the staff .
- iv) Payment of contractor bill under various sectors through cheque maintained proper cash book/ monthly accounts.
- v) After every end of month the Division has to submit the monthly account with cash vouchers/ schedules to Accountant General Officer Srinagar/ Chief Controller Finance, LAHDC Kargil and the physical/ financial progress report along with the expenditure statement of the month has to submit to the District Superintending Engineer (PWD) Circle Kargil.

9. Office Hour:

Morning hours of the office	:	10:00 AM
Closing hours of the office	:	04:00 PM

10. Procedure for Obtaining of documents under RTI Act 2009.

- a) The documents can be obtained by any applicant under RTI Act 2009 through Executive Engineer, R&B Division No-2nd Kargil (PIO) and as per the direction of the Nodal Officer (Addl. Deputy Commissioner, Kargil) after remitting the fee/ Photostat charges of the required documents within 30 days after receiving the application or direction of the Nodal Officer concern.
- b) The quarterly progress report of RTI to submit the Nodal Officer, and 1st Appellate Authority after every end of quarter as per the format issued by the Nodal Officer.

Executive Engineer
R&B Division No-2nd
Kargil.

Chapter 4(Manual_ Rules, Regulation, instruction etc.

S.No	Name of the act/rules etc	No of works	Brief Gist	Reference No if any	Priced
A	District Plan				
01	Housing	5	AS per terms & condition of the NIT Contract	AS per approved works programe by the LAHDC Kargil	Circulated by GOI/Govt. of J&K and Approved by LAHDC Kargil.
02	Non Functional building	7	-do-	-do-	-do-
03	Urban Development	3	-do-	-do-	-do-
04	Infras. Development	2	-do-	-do-	-do-
05	T&C	44	-do-	-do-	-do-
06	NABARD	3	-do-	-do-	-do-
	Total Engg. Sector				
B	Special Task Force (STF)	44	-do-	-do-	-do-
C	13 th FC	41	-do-	-do-	-do-
D	B,A.D.P		-do-	-do-	-do-
E	Non Engg. Sector				
01	Agriculture	2	-do-	-do-	-do-
02	Sheep Husbandry	1	-do-	-do-	-do-
03	Fisheries	1	-do-	-do-	-do-
04	Cooperative	2	-do-	-do-	-do-
05	Tourism	5	-do-	-do-	-do-
06	Education	5	-do-	-do-	-do-
07	Health	4	-do-	-do-	-do-
08	CA&PD	2	-do-	-do-	-do-
09	Degree College	3	-do-	-do-	-do-
10	Youth Service	3	-do-	-do-	-do-
	Total Non Engg.	28			

Chapter-5 (Manual -4)

Particulars of any arrangement theta exist for consultation with or representation by the members of the public in relation to the formulation of its policy or implementation thereof.

Pertain to Adm. Department

Implementation of Policy

S.No	Subject/Topic	Is it mandatory to ensure public participation	Arrangement for seeking public participation
1	For formulation of all plans	Yes	Approved in general council meeting chaired by Honble CEC , the Hon'ble Ex. Councilors and all the Hon'ble councilors of the District Kargil.

Chapter -6 (Manual-5)

A statement of the categories of documents that are held by its or under its control.

S.No	Category of the documents	Name of the documents and its interdiction in on line	Procedure to obtain the documents	Held by/under control of
1	Norms/ Guidelines	All schemes the schemes implemented by the department	By an application and the price for photocopy	Distt. Supdg. Engineer PWD Kargil
2	Plans	Action plan of the various schemes under various sector	-do-	-do-
3	Not applicable			
4	Not applicable			

Chapter-7 (Mannual -6)

Not applicable to this division

Chapter -8(Manual-7)

The name, designation and other particulars of the PIO

Asstt. Public Information officer.

S.No	Name	Desig	STD Code	Ph. No		Fax	E.Mail	Address.
				Mobile	Home			
1	Sh. Sadiq Ali	AEE	01985	9419176117	--	--	--	Pishoo Kargil.

Public information officer

S.No	Name	Desig	STD Code	Ph. No		Fax	E.Mail	Address.
				Office	Home			
1	Sh. Abdul Mutalib	Ex. Eng	01985	232270		232270	<u>"randbkargil@gmail.com"</u>	Baroo Kargil

District Appellate Authority

S.No	Name	Desig	STD Code	Ph. No		Fax	E.Mail	Address.
				Office	Home			
1	Haji Fida Hussain Wazir	DSE	01985	232289		232289		Minji Kargil

Chapter -9(Manual-8)

9.1. After taking proper approval from the competent authority.

9.2. AS per PWD Guide lines .

9.3. Through the concerned JE,AEE and other sources.

9.4. Competent authority.

9.5. General Council, Deputy Commissioner & Distt. Supdg. Engineer,

Chapter-10 (Manual-9)

Directory of Office & employees

Chapter -11(Manual-10)

The month remuneration received by each of its officers and employment including the system of compensation as provided in regulation.

Chapter-12(Manual-11) The budget allocated to each agency (particulars of all plants, proposed expenditure and reports on disbursement made).

Information enclosed as Annexure 'A'

Name of the sector	Activities to be under taken	Date of commencement	Expected date of completion	Amount sanctioned	Amount disbursed
Housing	Constt. of building	AS per the conditions of the contract	As per the conditions of the contract	2.75	2.75
Non Functional building	-do-	-do-	-do-	10.60	3.64
Urban Development	-do-	-do-	-do-	1.29	1.29
Infras. Development	-do-	-do-	-do-	1.16	1.16
T&C	Constt. of roads	-do-	-do-	66.41	42.17
NABARD	-do-	-do-	-do-	200.00	40.97
Special Task Force (STF)	Constt. of roads	-do-	-do-	1254.98	687.02
13 th FC	Constt. of roads	-do-	-do-	478.87	337.47
B,A,D,P	-do-	-do-	-do-	67.410	67.10
Non Engg. Sector		-do-	-do-		
Agriculture	Const. of buildings	-do-	-do-	0.00	0.00
Sheep Husbandry	-do-	-do-	-do-	0.85	0.85
Fisheries	-do-	-do-	-do-	0.00	0.00
Cooperative	-do-	-do-	-do-	0.00	0.00
Tourism	-do-	-do-	-do-	0.29	0.29
Education	-do-	-do-	-do-	3.20	3.20
Health	-do-	-do-	-do-	3.98	3.98
CA&PD	-do-	-do-	-do-	0.0	0.00
Degree College	-do-	-do-	-do-	25.13	23.93
Youth Service	-do-	-do-	-do-	5.31	3.17

Chaper-13 (Mannual-12)

Non applicable.

Chapter-14 (Manual -13)

Non applicable.

Chapter-15 (Manual-14)

Non applicable.

15.1 Activities and programmes are executed through action plan duly approved by the competent authority

Chapter-16 (Manual-15)

Information available in an electronic format

The website has been launched and all related information shall be uploaded subsequently

Chapter-17 (Manual-16)

17.1:-

01. Office library :- Not available.

02. Through news papers:- All the tenders invited sent to Asstt. Director Information for wide publicity through new papers.

03. Exhibition:- No such programme.

04. Notice board:- Yes

05. Inspection of records in the offices:- The Administrative Inspection by the DSE PWD Kargil and the audit party checked the records of the Divisional office.

06. System of issuing copies of documents:- The documents can be copied from the market

Chapter -18 (Manual -17)

Other useful information.

18.1:- The key function of the division are undertakes the developmental activities such as construction of roads and buildings as per the approved plan.

Does it implement any government of India schemes:-

Yes , some scheme under BADP sector implementing by this division..

Executive Engineer,
R&B Division No 2nd
Kargil.