

INFORMATION HANDBOOK

[In pursuance of Chapter II, Section 4(1) (b) of the
Right to Information Act 2005]



VIJAYAWADA MUNICIPAL CORPORATION Krishna District, Andhra Pradesh

(A Government body as defined under Andhra Pradesh Municipalities Act, 1965)

MUNICIPAL ADMINISTRATION & URBAN DEVELOPMENT DEPARTMENT
GOVERNMENT OF ANDHRA PRADESH

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PREFACE

In order to provide greater transparency and accountability in the functioning of “Public Authorities”, The Right to Information Act, 2005(RTI) has been enacted by the Government of India. This Act entitles the citizens to obtain information pertaining to public authorities, subject to compliance with prescribed procedure under RTI Act, 2005. The Act has been notified on June 15, 2005 .In compliance with the provisions of Section 4(1)(b) of the Act, this information manual is published for information of the general public.

CHAPTER 1 - INTRODUCTION

1.1. BACKGROUND

In order to ensure transparency and accountability in the functioning of public authorities and with a view to confer right on citizens for obtaining information pertaining to functioning of public authorities, the Information Act, 2005(hereinafter referred to as “RTI” or “Act”) has been enacted. Section 4(1)(b) of the Act confers right on citizens to obtain information pertaining to functioning of public authorities and for this purpose every public authority is required to appoint Public Information Officer(s) Assistant State Public Information Officer(s), Wherever applicable, for processing of information requests from citizens. Under any circumstances if the citizen could not get the information sought for by him, he may approach the appellate authority.

1.2. OBJECTIVE OF THE HAND BOOK.

The essence of good governance is based on the premise that the laws and procedures are transparent, clearly defined & understood by those governed and the implementation is both quick and smooth. Transparency connotes the conduct of public business in a manner that affords stakeholders wide accessibility to the decision-making process and the ability to effectively influence it. In the context of urban governance, transparency assumes added significance. The Key objective behind publication of this information manual is to enable the public to understand the role played by the Department in the Urban Governance by the Government of Andhra Pradesh.

The citizens are entitled under the Act, to obtain any information prescribed under the Act from the Department. The procedure for obtaining information from the Department is prescribed in the following paragraphs.

1.3. TARGETED USERS

This manual is meant for information of citizens, civil society organizations, public representatives, officers and employees of public authorities.

1.4. NAMES AND ADDRESSES OF KEY CONTACT OFFICERS.

For facilitating information requests from citizens, the following officers are appointed as PIO, APIOs and Appellate authority.

Table 1: Names & details of Key contact Officers

Sl. No	Name of the officer/Designation	Appointed as per the Act.	Contact No.	Address
1	Sri D.Chandra Sekhar	Appellate Authority	9866514142	Jawaharlal Nehru Building,
2	Sri G.Subbarao	Nodal Public Information Officer	9949911698	Canal Road, Vijayawada, Andhra Pradesh - 520001
3	Sri P.David Anand	Assistant Nodal Public Information	9440689223	

1.5. PROCEDURE FOR OBTAINING INFORMATION.

The information request shall be made in writing. The information request can be in one of the following three languages.

- i. Telugu
- ii. English

Applicant shall pay the following prescribed fee for obtaining the information under the Act.

A request for obtaining information under sub-section (1) of section 6 shall be accompanied by an application fee of Rs.10/- per each application by way of cash or by demand draft or by banker's cheque payable to the Accounts Officer or any other duly authorized officer of the Public Authority, against proper receipt at the following rates:

Fee to be charged for providing information:

For providing information under sub-section (1) or sub-section (5) of Section 7, a fee shall be charged by way of cash or demand draft or banker's cheque payable to the Accounts Officer or any other duly authorized officer of the Public Authority against proper receipt at the following rates:

(A) Priced Material:

Publications printed matter, text, maps, plans, floppies, CDs, samples, models or material in any other form, which are priced, the sale price thereof:

(B) Other than price material:

- i. Material in printed or text form (in A4 or A3 size paper) Rs.2/- per each page per copy.
- ii. Material in printed or text form in larger than A4 or A3 size paper – actual cost.
- iii. Maps and plans – actual cost.
- iv. Information in Electronic format viz., floppy, CD or DVD:
 - a. Rs.100/- for CD of 700 MB and
 - b. Rs.200/- for DVD.
- v. Samples and models – actual cost thereof.
- vi. Inspection of records – no fee for the first hour and a fee of Rs.5/- for each fifteen minutes (or fraction thereof) thereafter.
- vii. Material to be sent by post - the actual postal charges in addition to the charge payable as per these rules.

Applicants belonging to Below Poverty Line (BPL) category need not pay the fee. They will pay for material charges. For the issues claiming payment of exemption of fee under BPL category, the applicant shall attach a copy of Ration card/income certificate or any other proof under the BPL category. The request for information will be generally processed within the time period mentioned under the Act.

CHAPTER-II: Particulars of Organisation, Functions and Duties
Section 4(1) (b) (i)

PARTICULARS OF ORGANISATION FUNCTIONS AND DUTIES.

Particulars of Organisation:

Sl. No	Name of Organisation	Address	Functions	Duties
1	Vijayawada Municipal Corporation	Jawaharlal Nehru Building, Canal Road, Vijayawada, Andhra Pradesh -520001	Detailed Description mentioned below	Detailed Description mentioned below

2.2. Functions of the Municipal Corporation:

As per the provisions of the Municipal Acts, the municipalities are entrusted broadly with the following functions.

1. Public health, sanitation, conservancy and solid waste management.
2. Provision of water supply, drainage and sewerage.
3. Construction and maintenance of roads, drains, culverts and bridges.
4. Provision of street lighting.
5. Urban poverty alleviation programmes.
6. Slum improvement and upgradation.
7. Provision of public parks and play grounds
8. Construction and maintenance of public markets, slaughter houses.
9. Urban planning including town planning.
10. Regulation of land use and construction of buildings.
11. Maintenance of secondary and elementary schools.
12. Urban development programmes.
13. Vital Statistics including Registration of Births and Deaths.
14. Maintenance of burial grounds.

2.3 Duties - Sections in Municipal Corporation:

With reference to the functions referred to above, the following sections are provided in the Municipal Corporation. The duties of each of these sections are listed below:

S.No	SECTION	DUTIES
1.	Administration	To look after general administration, including

		school administration and council meetings
2.	Revenue	To assess and collect various taxes and non-taxes and collection of rents from municipal properties
3.	Accounts	To maintain accounts, prepare annual accounts, budget, and attend to audit of accounts
4.	Public Health and Sanitation	To look after sanitation, public health and solid waste management including medical and maternity services
5.	Engineering	To look after water supply and sewerage, public works like roads, drains, buildings, parks and play grounds, street lighting
6.	Town Planning	To regulate town planning activities including land uses, layouts, building constructions and encroachments
7.	Urban Poverty Alleviation (UPA)	To look after urban poverty alleviation programmes

CHAPTER III: POWERS, DUTIES OF ITS OFFICERS / EMPLOYEES

Section 4(1) (b) (ii) of RTI Act

Sl. No	Name of the Officer/ Employee	Designation	Duties allotted	Powers
1	Sri.J.NIVAS, I.A.S.,	Commissioner		
		Statutory:	To exercise all duties as laid down and empowered in the Act and other laws in force and any other duty assigned by government	All powers provided in the Act
		Administrative	To supervise and control all the officers and staff of VMC	Appointing authority/Controlling Officer
		Financial	-	To accord sanctions under the provision of the Act
		Other	-	-
2.	Sri.D.Chandrashekar	Additional Commissioner (General)		
		Statutory		
		Administrative		
		Financial		
		Other	As delegated by the	

			Commissioner , VMC	
3.	Sri.G.Subba Rao	Deputy Commissioner (Revenue)		
		Statutory	Assessment, Revision and collection of taxes of VMC	
		Administrative		
		Financial		
		Other	As delegated by the Commissioner , VMC	
4.	Smt. Ch.Asnasuya Devi	Assistant Commissioner – I		
		Statutory:	Assessment of taxes upto Rs.2000 MRV and collection of taxes.	As delegated by the Commissioner from time to time
		Administrative	Supervision and control over Revenue Wing in Circle-1 area (Ward Nos.1 to 11)	
		Financial		
		Other		
5.	Smt.I.Vijayalakshmi, R.O	Assistant Commissioner- II i/c		
		Statutory:	Assessment of taxes upto	As delegated

			Rs.2000 MRV and collection of taxes.	by the Commissioner from time to time
		Administrative	Supervision and control over Revenue Wing in Circle-II area (Ward Nos.12 to 23)	
		Financial		
		Other		
6	Sri..V.Sudhakar	Asst.Commissioner-III		
		Statutory	Assessment of taxes upto Rs.2000 MRV and collection of taxes	As delegated by the Commissioner from time to time
		Administrative	Supervision and control over Revenue wing in Circle-III area (Ward Nos.24 to 36)	
		Financial		
		Other		
7	Sri.E.Ashok Mourya	Examiner of Accounts		
		Statutory	To audit all types of expenditure and verify conformity to its authority	

		Administrative	Control over audit sections.	
		Financial	To scrutinize all expenditure of the Corporation	To call for all records relating to expenditure and receipts
		Other		
8	Sri.K.Vijaya Mohan	Assistant Examiner of Accounts		
		Statutory	As assigned by the Examiner of replies to Accounts	
		Administrative		
		Financial		
		Other		
9	Sri.K.Narasimha Murthy	Accounts Officer		
	Sri.K.V.Satyanarayana,I/c	Additional Accountant		
		Statutory	-	
		Administrative	-	-
		Financial	-	-
		Other	Preparation of Annual Accounts and Budget. Preparation of Audit Objections replies. Control over all staff working in Accounts Section. Preparation of	

			Receipt of Cheques deposited and preparation of all cheques for payment.	
10	Sri.Ch.Krishna Murthy	PRO I/c		
	Estates Officer	Statutory		
		Administrative		
		Financial		
		Other	To conduct press Meetings relating to Corporation	
11	Sri.K.Pradeep Kumar	ADH		
		Statutory		
		Administrative		
		Financial		
		Other	To Maintain all parks and greenery in the City.	
12	Sri .A.Nagakumari, Manager	Secretary i/c		
		Statutory	To conduct Council, Standing Committee and Special Committee Meetings and to maintain the record of minutes and resolutions.	

		Administrative	Control on the staff of Secretary Cell	
		Financial		
		Other		
13	Sri. K.Durga Prasad	Dy.E.O.(I/c)		
		Statutory		
		Administrative	To Supervise all Municipal Schools both academic and administrative as delegated by the Commissioner from time to time. Exercise control on staff in his section.	To Supervise all Municipal Schools both academic and administrative as delegated by the Commissioner from time to time.
		Financial		
		Other		
14	Dr. K.Arjuna Rao	C.M.O.H.		
		Statutory	Public Health Activities (Food adulteration solid waster management)	Disposal of Condemned animals and organs.
		Administrative	Sanction of C.L.,E.L.,S.L., M.L., Disciplinary action.	-

		Financial	Sanction of loans, festival advances	-
		Other	-	-
15	Dr. S.Raju	AMOH-1		
		Statutory	Public Health, Food safety control of P.H.Workers, S.Ms. and control of hospitals	
		Administrative		
		Financial		
		Other		
16	Dr Ch.Babu Srinivasa Rao, Medical Officer	AMOH-II i/c		
		Statutory	Implementation of P.H.Act and PFA act, Birth and Death register	
		Administrative	P.H.Workers, S.Ms, Health Assts., Sanitary Inspectors	
		Financial		

		Other	Implementation of National Health Programmes, Control of epidemics, attending special programmes like fair and festivals, V.I.P. visit.	
17	Dr . V.Ramakoteswara Rao Medical Officer	AMOH-IIIi/c.		
		Statutory	Implementation of P.H.Act and PFA act, Birth and Death register	
		Administrative	P.H.Workers, S.Ms, Health Assts., Sanitary Inspectors	
		Financial		
		Other	Implementation of National Health Programmes, Control of epidemics, attending special programmes like fair and festivals, V.I.P. visit.	
18	Sri . A.Nuka Raju,	Biologist		

		Statutory		
		Administrative	Dividing 5 divisions with 5 S.I.s	To Supervision the activities of alo/Adult Mosquito Measures. 2. Control of Malaria cases
		Financial	-	-
		Other	-	
19	Dr.A .Sridher	VAS .		
		Statutory	Maintenance of Slaughter House, Ante and post mortem inspection of meat animals, Control of stray animals and maintenance of mini Zoo	Disposal of Condemned animals and organs
		Administrative	Overall control on Staff of slaughter house, mini Zoo and stray Animal control squad.	
		Financial		
		Others		

20	Sri . P.Adi Seshu	CHIEF ENGINEER		
		STATUTORY:	Monitoring of Engineering Works	
		ADMINISTRATIVE	Monitoring of entire Engineering Staff	
		FINANCIAL		Un-limited Technical Sanction to the extent of Administrative Sanction.
		OTHER	-	
21	Sri . J.V.Ramakrishna,	SUPERINTENDING ENGINEER-I (PROJECTS)		
		STATUTORY:	Monitoring of Engineering Works	
		ADMINISTRATIVE	Monitoring of Sub-ordinate Engineering Staff	
		FINANCIAL		Technical Sanction up to Rs.50.00 lakhs
		OTHER	-	

22	Sri.K.S.Ramamurthy	SUPERINTENDING ENGINEER-II (WORKS)		
		STATUTORY:	Monitoring of Engineering Works	
		ADMINISTRATIVE	Monitoring of Sub-ordinate Engineering Staff	
		FINANCIAL		Technical Sanction up to Rs.50.00 lakhs
		FINANCIAL	-	-
		OTHER	-	-
23	Sri.K.Koteswara Rao,Dy.EE	EXECUTIVE ENGINEER-I I/C		
		STATUTORY:	Monitoring of Engineering Works	
		ADMINISTRATIVE	Monitoring of circle-I Sub-ordinate Engineering Staff	
		FINANCIAL		Technical Sanction up to Rs.10.00 lakhs
24	Sri.J.Srinivas	EXECUTIVE ENGINEER-II		

		STATUTORY:	Monitoring of Engineering Works	
		ADMINISTRATIVE	Monitoring of circle-II Sub-ordinate Engineering Staff	
		FINANCIAL		Technical Sanction up to Rs.10.00 lakhs
		OTHER	-	
25	Sri.M.I Izak Prabhakar EE-III I/c	EXECUTIVE ENGINEER-III		
		STATUTORY:	Monitoring of Engineering Works	
		ADMINISTRATIVE	Monitoring of Circle-III Sub-ordinate Engineering Staff	
		FINANCIAL		Technical Sanction up to Rs.10.00 lakhs
		OTHER	-	
26	Sri .I.S.N.Prasad	EXECUTIVE ENGINEER-IV I/C		

		STATUTORY:	Monitoring of Vehicle Depo &SWM	
		ADMINISTRATIVE	Monitoring of Vehicle Depo &SWM Sub-ordinate Engineering Staff	
		FINANCIAL		Technical Sanction up to Rs.10.00 lakhs
		OTHER	-	
27	B.Mohana Rao	PD-I		
		STATUTORY:	Monitoring of housing project Engineering Works	
		ADMINISTRATIVE	Monitoring of Housing Project Sub-ordinate Engineering Staff	
		FINANCIAL		Technical Sanction up to Rs.10.00 lakhs
		OTHER	-	
28	Sri.V.Karunakar	EXECUTIVE ENGINEER-PD-II		

		STATUTORY:	Monitoring of Engineering UGD Project Works	
		ADMINISTRATIVE	Monitoring of UGD Project Sub-ordinate Engineering Staff	
		FINANCIAL		Technical Sanction up to Rs.10.00 lakhs
		OTHER	-	
29	B.Mohana Rao,I/c	EXECUTIVE ENGINEER-PD-III		
		STATUTORY:	Monitoring of Engineering W.S. Project Works	
		ADMINISTRATIVE	Monitoring of W.S. Project Sub-ordinate Engineering Staff	
		FINANCIAL		Technical Sanction up to Rs.10.00 lakhs
		OTHER	-	

30	Sri T.Ranga Rao	DY. EXECUTIVE ENGINEER		
		STATUTORY:	Monitoring of Water Supply Works Circle – 1 area including HWW	
		ADMINISTRATIVE	Monitoring of Works Circle – I W.S. Sub-ordinate Engineering Staff	
		FINANCIAL	-	
		OTHER	-	
31	Sri M.Ravi Kumar,	DY. EXECUTIVE ENGINEER		
		STATUTORY:	Monitoring of Civil Works Circle –I area (part)including HWW	
		ADMINISTRATIVE	Monitoring of civilWorks Circle –I & Sub-ordinate Engineering Staff	
		FINANCIAL	-	
		OTHER	-	

32	Sri V.Srinivas	DY. EXECUTIVE ENGINEER		
		STATUTORY:	Monitoring of Civil Works Circle –I area (part)	
		ADMINISTRATIVE	Monitoring of civil Works Circle –I Sub-ordinate Engineering Staff	
		FINANCIAL	-	
		OTHER	-	
33	Sri K.Venkata Rao	DY. EXECUTIVE ENGINEER		
		STATUTORY:	Monitoring of Civil works in Circle-II area, (part)	
		ADMINISTRATIVE	Monitoring of Works Circle – II Sub-ordinate Engineering Staff	
		FINANCIAL	-	
		OTHER	-	
34	Sri K.Narayana Murthy	DY. EXECUTIVE ENGINEER		

		STATUTORY:	Monitoring of WS UGD works in Circle-II area	
		ADMINISTRATIVE	Monitoring of WS & UGD works in Circle-II area Sub-ordinate Engineering Staff	
		FINANCIAL	-	
		OTHER	-	
35	Sri.P.Ganga Raju	DY. EXECUTIVE ENGINEER		
		STATUTORY:	Monitoring of Civil . works in Circle-II area (part)	
		ADMINISTRATIVE	Monitoring of Civil works in Circle-II area and Electrical Sub-ordinate Engineering Staff	
		FINANCIAL	-	
		OTHER	-	
36	Sri M..I .Prabhakar	DY. EXECUTIVE ENGINEER EE-III (CIVIL)		

		STATUTORY:	Monitoring of public Works in Circle-III area(Part)	
		ADMINISTRATIVE	Monitoring of Circle –III P.W. Sub-ordinate Engineering Staff	
		FINANCIAL	-	
		OTHER	-	
37	Sri.M.Pandu Ranga Prasad	DY. EXECUTIVE ENGINEER EE-III (WS)		
		STATUTORY:	Monitoring of public Works in Circle-III area(Part)	
		ADMINISTRATIVE	Monitoring of Circle –III P.W. Sub-ordinate Engineering Staff	
		FINANCIAL	-	
		OTHER	-	

38	Smt.Suhasini	DY. EXECUTIVE ENGINEER EE-III (WS)		
		STATUTORY:	Monitoring of WS & UGD Works in Circle-III area(Part)	
		ADMINISTRATIVE	Monitoring of Circle -III WS & UGD Sub-ordinate Engineering Staff	
		FINANCIAL	-	
		OTHER	-	
39	Sri.Sk.Karimulla	DY. EXECUTIVE ENGINEER, EE-IV		
		STATUTORY:	Monitoring of Vehicle Depot Works in Circle-IV	
		ADMINISTRATIVE	Monitoring of Circle -IV Vehicle Depot & Sub-ordinate Engineering Staff	

		FINANCIAL	-	
		OTHER	-	
40	Sri .A.S.N.Prasad	DY. EXECUTIVE ENGINEER, EE- PD-I I/C		
		STATUTORY:	Monitoring of UGD Projects in City	
		ADMINISTRATIVE	Monitoring of UGD Project works Sub- ordinate Engineering Staff	
		FINANCIAL	-	
		OTHER	-	
41	Sri.V.Tataiah	DY. EXECUTIVE ENGINEER, PD-II		
		STATUTORY:	Monitoring of Housing Projects in City	
		ADMINISTRATIVE	Monitoring of Project works Sub-ordinate Engineering Staff	
		FINANCIAL	-	

		OTHER	-	
		FINANCIAL	-	
		OTHER	-	
42	Sri Pandu Ranga Prasad	DY. EXECUTIVE ENGINEER, EE- PD-III		
		STATUTORY:	Monitoring of WS Projects in City	
		ADMINISTRATIVE	Monitoring of WS Project works & Sub- ordinate Engineering Staff	
		FINANCIAL	-	
		OTHER	-	
43	Sri Pandu Ranga Prasad	DY. EXECUTIVE ENGINEER, EE- PD-III I/C		
		STATUTORY:	Monitoring of STL in City	
		ADMINISTRATIVE	Monitoring of STL works Sub-ordinate Engineering Staff	
		FINANCIAL	-	

		OTHER	-	
44	Smt.Samrajyam	DY.EE	Assistance to SE	
45	Sri.A.Lakshmana Rao	CHIEF CITY PLANNER		
		STATUTORY:	To exercise all duties as provided for in the Act in respect of Town Planning activities	As delegated by the Commissioner from time to time
		ADMINISTRATIVE	To supervise staff under his control	
		FINANCIAL		
		OTHER		
46	Sri.M.Jagadeesh	ASST.CITY PLANNER-1		
		STATUTORY:	As delegated by the Commissioner from time to time	
		ADMINISTRATIVE		

		FINANCIAL		
		OTHER		
47	Sri.S.Dharma Rao	ASST.CITY PLANNER-II		
		STATUTORY:	As delegated by the Commissioner from time to time	
		ADMINISTRATIVE		
		FINANCIAL		
		OTHER		
48	Sri. J.V.Rama Krishna, SE & AC(P)i/c	ADDITIONAL COMMISSIONER (PROJECTS)		
		STATUTORY:	As delegated by the Commissioner from time to time	
		ADMINISTRATIVE		
		FINANCIAL		
		OTHER		

CHAPTER IV: PROCEDURE FOLLOWED IN DECISION MAKING PROCESS

(including Channels of Supervision and Accountability)

Section 4(1) (b) (iii) of RTI Act

Citizen can avail all the Municipal Services & raise Grievances regarding Municipal Service Delivery through Citizen Service Centres (CSC) located within the ULB. On receipt of the same the Unique ID will be generated by the system and the system automatically sends to the Officers concerned.

The concerned official will scrutinize the file and write his remarks, and pass on the file to the next higher authority and finally to the Municipal Commissioner who is the final decision making authority.

The entire workflow of ULB functions & functionaries are be digitised through a chain of innovative eGovernance initiatives of the Urban Development Department. Through this, all the varied modes of governance namely,

- i) Government to Government
- ii) Citizen to Government
- iii) Government to Citizen

Gets automated, digitized and processed without physical transfer of files.

Upon completion of the Service requested by the citizen, he/she gets a mobile sms notifying the completion of service & the signed document may be collected from any CSC.

Channels of Supervision and Accountability:

1. Urban Development Department has developed ERP Module to facilitate citizen services to the public through Citizen Service Centres set up in all Urban Local Bodies (ULBs), Puraseva Mobile application & ULB website portal.
2. Service Level Agreement (SLA) has been entered into by the Municipal Corporation clearly stating the no. of days for providing each of the Municipal Services.
3. Separate provisions for registering of Public grievance has been provided through Citizen Service Centres set up in all Urban Local Bodies (ULBs), Puraseva Mobile application & ULB website portal. Live tracking of the status of the Grievance raised is also provided to the citizen through the mobile application.

CHAPTER-V – Norms for discharge of functions

Section 4 (1) (b) (iv)

5.1 THE NORMS SET BY THE DEPARMENT FOR THE DISCHARGE OF ITS FUNCTIONS.

The usual office hours are from 10-30 a.m. to 5.00 p.m. After punching at Biometric system / signing in the Attendance Register all staff must be in their seats and start work not later than the prescribed hour. They will however be allowed grace time of ten minutes when there is real need. The Manager will monitor the daily attendance.

The Service delivery time frame for the services rendered by the Department are given below.

Citizen Related: Complaints on civic amenities and other grievances

Routine matters - 15 days

Other than routine matters - 30 days

(Ex. Policy decision files)

For more details regarding Service Level Agreement for delivering Municipal Services, please refer Citizen Charter in the ULB website. (www.ourvmc.org)

CHAPTER-VI – STATUTORY GUIDELINES

Section 4 (i) (b) (v)

The Rules, Regulations, Instructions, Manuals And Records Held By The Department Or Under Its Control Or Used By Its Employees For Discharging Its Functions.

In discharging functions of the Department, the following Manuals and the Records are being used.

1. A.P.Municipalities Act, 1965
2. Hyderabad Municipal Corporation Act, 1955
3. Andhra Pradesh Municipal Corporation Act, 1994
4. A.P.Ministerial Sub-Ordinate Service Rules, 1996
5. A.P.CCA Rules, 1991
6. A.P.Municipal Ministerial Sub-ordinate Service Rules (APMMSS), 1992
7. A.P. Municipal Health (Municipalities) Subordinate Service Rules, 2012
8. A.P.Revised Pension Rules, 1980.
9. A.P.Municipal Commissioners sub-ordinate service Rules, 1963
10. A.P.Municipal Administration Rules 1990
11. A.P. Municipal Accounts Subordinate Service Rules, 2012.

CHAPTER-VII – CATEGORIES OF DOCUMENTS

Section 4 (1) (b) (vi)

A Statement of the Categories of documents that are held by Vijayawada Municipal Corporation or under its control.

1. Government G.Os
2. Election related data like ward division etc.

SI.No.	CATEGORY OF DOCUMENT	Title of the document	DESIGNATION AND ADDRESS OF THE CUSTODIAN (HELD BY / UNDER THE CONTROL OF WHOM)
1	Property Tax Assessment	Assessment Register	Superintendent, Circle Concerned, O/o the Asst.Commissioner (Revenue), Vijayawada Municipal Corporation.
2	Transfer of Title of Property Tax	T.Pet Register	
3	Building Permissions	B.A	City Planner
4	Road Widening documents	Undertaken from the building owner	City Planner
5	Survey Extract	Town Survey Records	City Planner
6	Council Meetings	Minutes Books and Attendance Registers	Secretary, Vijayawada Municipal Corporation
7	Standing Committee	Minutes Books and Attendance Register	Secretary, Vijayawada Municipal Corporation
8	Special Committees	Minutes Books and Attendance Register	Secretary, Vijayawada Municipal Corporation
9	50% Agreement		Superintendent (Public Health)

10	Contract Agreement bonds		Superintendent (Public Health)
11	Birth and Death	Record	D.S.O
12	Levels	L.F.Book	Asst.Enginner
13	Estimate	Estimates	Executive Engineer
14	Agreement	Agreement	Executive Engineer
15	Measurement Books	M.Book	Asst.Engineer

CHAPTER-VIII – Public consultation for policy formulation

Section 4 (1) (b) (vii)

8. 1 the particulars of any arrangement that exists for consultation with or representation by the members of the public in relation to the formulation of its policy or implementation thereof.

An Expert In-House Committee will be constituted as and when required for suggesting policy decisions.

CHAPTER-IX

Section 4 (1) (b) (viii)

A statement of boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for 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.

CHAPTER-X - Directory of Officers and Employees
Section 4 (1) (b) (ix)

The Directory of Officers and Employees

Sl.No.	Name of Office/ Administrative Unit	Name, Designation & Address of Officer /Employee	Telephone & Fax Office Tel. Residence Tel: Fax:	Email
1	V.M.C.	Sri .J.Nivas,I.A.S., Commissioner	9652988882	
		Town Planning		
1	V.M.C.	Sri.A.Lakshmana Rao City Planner	2423694 (off) 9866514209	
2	V.M.C.	Sri.M.Jagadeesh, Asst. City Planner-I ,	9949030940	
3	V.M.C.	Sri.S.DharmaRao, Dy.CP, Asst. City Planner-II	9949517005	
4	V.M.C.	Sri.G.Prasad,T.P.S	9866514214	
5	V.M.C.	Sri.P.Venkateswara Rao, T.P.S	9866514218	
6	V.M.C.	Smt.Ch.Sarada T.P.B.O-IV I/c	9949570737	
7	V.M.C.	Sri.A.Venkateswara Rao, (TPS)	9866514213	
8	V.M.C.	Sri.P.T.Rajan(TPS)	9959222747	
9	V.M.C.	Sri.N.Giri, T.P.B.O-IV & B.O.-II/c	9866514211	
10	V.M.C.	Smt.Y.Padmavathi	8790233882	

		T.P.B.O-V & VI I/c		
11	V.M.C.	Smt.Y.V.N.Srisha T.P.B.O-Xi	9581277006	
12	V.M.C.	Sri.Vasim baig, T.P.B.O-Vii	8790233883	
13	V.M.C.	Sri A.Jagan Mohan, Town Surveyor	9866514182	
14	V.M.C.	Sri.M.Ravi Ram Kumar, T.P.B.O-Xii	9866996367	
15	V.M.C.	Vacant (Superintendent)	-	
16	V.M.C.	Smt.P.Kalyani, Superintendent , (Reg) Town Planning Section	8885276101	
		REVENUE		
1	V.M.C.	Sri.G.SUBBA RAO, Deputy Commissioner(R)	9949911698	
2	V.M.C.	Smt.CH.Anasuya devi, AC-I	9866514145	
3	V.M.C.	Smt.I.Vijayalakshmi,R.O & AC-II I/C	9866514146	
4	V.M.C.	Sri. V.Sudhakar, AC-III	9866514147	
5	V.M.C.	Sri P.V.S.Raghavendra rao, RI-1	9866996418	

6	V.M.C.	Sri.A.Prasada Rao, RI-2	9866996419	
7	V.M.C.	Smt. B.Shobha devi- RI-3	9866996420	
8	V.M.C.	Sri Meharbaba, RI-4	9866996421	
9	V.M.C.	Sri T.Nageswararao, R.I.5	9866996422	
10	V.M.C.	B.Kanthamma, RI-6	9866996423	
11	V.M.C.	Md.Jakriya, RI-7	9866996424	
12	V.M.C.	Smt .K.Madhavi, R.I.8	9000149012	
13	V.M.C.	Sri P.Satyanarayana, R.I.13	9866996430	
14	V.M.C.	Sri .M.V.Bhasakar RI-9	9866996426	
15	V.M.C.	Sri .N.V.D.V.Prasad RI-10	9866996427	
16	V.M.C.	Smt.V.Prabhavathi RI11	9866996428	
17	V.M.C.	Smt.R.Nayomi –RI-12	9866996429	
		P.R.O.		
1	V.M.C.	Sri.Ch.Krishna Murthy, Estates Officer P.R.O. i/c.	0866-2422400 Ext. 126 9866996403	
		<u>HEALTH</u>		
1	V.M.C.	Dr. K.Arjuna Rao, C.M.O.H.	9866514149	

2	V.M.C.	Dr. S.Raju, A.M.O.H.-I	9866514148	
3	V.M.C.	Dr. Ch.Babu Srinivasa Rao A.M.O.H II i/c	9866514151	
3A	V.M.C.	Dr. V.Ramakoteswara Rao A.M.O.H III i/c.	9866514225	
4	V.M.C.	Sri .A.Nuka Raju, Biologist .	9949621993	
5	V.M.C.	Ch.V.D.Nageswara Rao, Superintendent	8523801400	
6	V.M.C.	Sri .K.Vijayalakshmi Superintendent	9248384822	
7	V.M.C.	Sri.A.Sridhar, V.A.S	9676592111	
		Sanitary Supervisors And Inspectors		
8	V.M.C.	P.Jaya Surya, SS	9866996382	
9	V.M.C.	S.V.Subba Rao,SS & L.O.III i/c	9866996393	
10	V.M.C.	R.Obeswara Rao, L.O - I	9866996388	
11	V.M.C	K.R.Navakrishore, L.O – II i/c	9866996395	
12	V.M.C	B.Surendranad	9866996408	
13	V.M.C.	Saleem Ahamed	9866996371	
14	V.M.C	T.Prasad	9949621981	
15	V.M.C.	T.Jaya Raju - SI	9866996402	
16	V.M.C.	G.Sivakumar –SI i/c	8008801475	
17	V.M.C.	A.Venkateswara Rao	9866996397	
18	V.M.C.	S.Pandu Ranga Rao	9866996376	
19	V.M.C.	M.Sivaram Krishna	9866996391	
20	V.M.C.	K.Krishna	8008801474	
21	V.M.C.	K.Sivaram Prasad	9866996372	

22	V.M.C	G.Narasimha Rao SI i/c	8008801476	
23	V.M.C.	B.A.Prasad, S.I	9866996379	
24	V.M.C.	T.Brahmaiah, S.I	9866996374	
25	V.M.C	N.Balaji Srinivasa Murthy	9866996387	
26	V.M.C	K.Poorna Chandra Rao	9866996365	
27	V.M.C	S.V.S.Sridhar	9963995285	
28	V.M.C.	R.Rama Krishna Prasad	8008801484	
29	V.M.C.	S.Sirajuddin	9866996405	
30	V.M.C.	D.Somaraju	9866996384	
31	V.M.C.	CH.Anjaneyulu	9866996404	
32	V.M.C.	P.V.Satyanarayana	9866996381	
33	V.M.C.	M.Ramesh Babu, S.I	9866996386	
34	V.M.C	K.Venkateswarulu	9866996409	
35	V.M.C.	P.Venugopala Rao	9866996396	
36	V.M.C.	J.Srinivasa Rao, S.M S.I I/c	8008801478	
37	V.M.C.	V.Rama Krishna	9866996398	
38	V.M.C.	N.Vijaya Raju	8008801477	
39	V.M.C.	S.K.Rambabu, S.I	9963995287	
40	V.M.C.	Janamala Srinivasa Rao	8008801478	
41	V.M.C.	V.Nagabhushanam	9866996385	
42	V.M.C.	B.Suryanarayana-SI i/c	9866897638	
43	V.M.C.	SK.Ayub	9866996375	
44	V.M.C.	Vaddadi Srinivasa Rao	9899666370	
45	V.M.C.	A.Bala Venkataiah	9866996406	
46	V.M.C.	Y.Adinarayana	8008801483	
47	V.M.C.	R.Krishna Rao	9866996387	
48	V.M.C.	D.Pulla Rao	9866996390	
49	V.M.C.	K.Rambabu	9963998961	
50	V.M.C.	Janakiram	8008801473	

51	V.M.C.	K.Narasimha Rao	8639682030	
52	V.M.C	Ch.Shesu Kumar	9346231309	
53	V.M.C	M.Saymsundrapillai	8008801485	
54	V.M.C	P.Ramesh, B.C S.I I/c	9963995286	
55	V.M.C	K.Venkateswara Rao	9866996401	
56	V.M.C	B.Yogendra, PHW & S.I I/c	9959253339	
57	V.M.C	U.Prathap M-1	9949825301	
58	V.M.C	T.Nagendra reddy,M-2	9866996394	
59	V.M.C	K.A.Raj kumar ,M-3	9866996380	
60	V.M.C	MURALI KRISHNA, M-4	9866996399	
61	V.M.C	Dronachari, M-5	9866996407	
62	V.M.C	K.NARASIMHA RAO,M-6	9618261999	
63	V.M.C	G.Narasimha Rao, SI i/c	8008801476	
64	V.M.C	S.Venkata Ramana	9959090028	
		ENGINEERING		
1	V.M.C.	Sri . P.Adiseshu Chief Engineer, Municipal Corporation, Jawaharlal Nehru Buildings, Vijayawada-520001	0866-2424338 (O) 9866514160 (M)	
2	V.M.C.	Sri .J.V.Rama Krishna, Superintending Engineer-I,& Projects Municipal Corporation, Jawaharlal Nehru Buildings, Vijayawada-520001.	9866514183	
3	V.M.C.	Sri .K.S.Rama Murthy, Superintending Engineer-2, Municipal Corporation, Jawaharlal Nehru Buildings, Vijayawada-520001.	0866-2427483 (O) 0866-2424338 (F) 9963995283 (M)	

4	V.M.C	Sri G.Sambrajam Dy.Executive Engineer P.A. to S.E Municipal Corporation, Jawaharlal Nehru Buildings, Vijayawada.	9866514201	
5	V.M.C.	Sri.K.Koteswara Rao, Executive Engineer –I, Municipal Corporation, Cholera Hospital Compound, Vijayawada-1.	0866-2514944 (O) 9866514161 (M)	
6	V.M.C.	Sri .J.Srinivas, Executive Engineer-II Municipal Corporation, Near AKTPM School, S.N.Puram, Vijayawada-11.	0866-2533253 (O) 9866514164	
7	V.M.C.	Sri.M.I.Prabhakar, Executive Engineer-III , Municipal Corporation, Bobba Venkateswara Rao Municipal Complex, Patamata, Vijayawada.	0866-2495755 (O) 9866514163	
8	V.M.C.	SriV.Karunakar, Executive Engineer-PD-II, Municipal Corporation, Jawaharlal Nehru Buildings, Vijayawada-520001.	0866-2422400(107) (o) 9866514193	
9	V.M.C.	SriB.Mohana Rao, Executive Engineer-PD-I (Projects) I/c., Municipal Corporation, Jawaharlal Nehru Buildings, Vijayawada-520001.	0866-2422400(107) (o) 9866514162	

10	V.M.C.	Sri.B.Mohana Rao, Executive Engineer-PD-III Municipal Corporation, Jawaharlal Nehru Buildings, Vijayawada-520001.	0866-2422400(107) (o) 9866514198	
11	V.M.C.	Sri T.Ranga Rao D.EE (W.S.) Circle-1,Vijayawada	9866514200	
12	V.M.C.	Sri M.Ravi Kumar D.EE Civil Circle-1, Vijayawada	9866514171	
13	V.M.C.	Sri V.Srinivas D.EE Civil Circle-1, Vijayawada	9866514167	
14	V.M.C.	Sri B.Rajesh A.E.Civil, Circle-1 Vijayawada	9866514152	
15	V.M.C.	Sri S.Santha Kumar A.E. Civil, Circle-1 Vijayawada	9908866618	
16	V.M.C.	Sri B.V.Basivi Reddy A.E.H.W.W., Circle-1, Vijayawada	9866514175	
17	V.M.C.	Sri R.Ravindra Kumar, A.E., Circle-1, Vijayawada	9866514166	
18	V.M.C.	Sri M.Pandu Ranga Prasad A.E., Circle-1, Vijayawada	9966514219	

19	V.M.C.	Sri K.Venkatrao Dy.E.E C & Civil Circle-II Vijayawada	9959094254	
20	V.M.C.	Sri K.Narayana Murthy Dy.E.E (WS & UGD) Circle-II Vijayawada	9866514202	
21	V.M.C.	Sk.Karimulla, Dy.E.E(Vehicle Depo)	9866514174	
22	V.M.C	Sri P.Ganga Raju Dy.E.E, Civil Circle-II Vijayawada	9866514194	
23	V.M.C.	Kum.Mosami ghniya A.E. Civil Circle-II Vijayawada	9866514184	
24	V.M.C.	Sri D.Laxmi Narayana A.E.W.S Circle-II Vijayawada	9959550632	
25	V.M.C.	Sri K.Yesu Padham, A.E.(MSW) Circle-II Vijayawada	9963088879	
26	V.M.C.	Sri B.Karunakara Babu A.E. Circle-II Vijayawada	9959911368	

27	V.M.C.	Sri.J.Rama Rao(C.C.S) Koteswara	9866514208	
28	V.M.C.	Sri .Y.Srinivas A.E.Civil Vijayawada	9866514204	
29	V.M.C.	Sri D.Rajeswara Rao A.E.Civil-XII Vijayawada	9959444097	
30	V.M.C.	S.Suhasini, Dy.EE.(WS & UGD) Circle-III	9866514177	
31	V.M.C.	Sri.M.Pandu Ranga Prasad, Dy.EE	9866214219	
32	V.M.C.	Kum.G.Sharmila,A.E	9866514192	
33	V.M.C.	Sri.E.Nageswara Rao, A.E. WS & UGD Circle-III Vijayawada	9676594111	
34	V.M.C.	Sri K.Kanaka Durga Rao A.E.Civil Circle-III Vijayawada	9989773495	
35	V.M.C.	Sri N.Phanidra Kumar A.E. Ele Circle-III Vijayawada	9866514207	

36	V.M.C.	Sri .A.Naga Vara Prasad A.E., (WS & UGD)Circle-III Vijayawada	9959072229	
37	V.M.C.	Sri B.Gurunadha Babu A.E., Circle-III Vijayawada	9866514186	
38	V.M.C.	Sri T.Madhu A.E UGD (Projects) Circle – IV Vijayawada	9959442214	
39	V.M.C.	M.D.Jasmin, A.E. Vijayawada	9866514205	
40	V.M.C.	P.Sirisha	9866514206	
41	V.M.C.	SriA.S.N.Prasad,Dy.EE Project Div-3 Vijayawada	9866514179	
42	V.M.C.	Sri.A.S.N.Prasad, Dy.EE I/c, Housing Projects Div-1, Vijayawada.	9866514179	
43	V.M.C.	Sri G.Pulla Rao A.E. Housing project Div-1 Vijayawada	9959143339	

44	V.M.C.	Sri N.Purushotham A.E.Housing Vijayawada	9959094252	
45	V.M.C.	SriK.Srinivasa Rao, A.E.(Ele.) Project Div-I Vijayawada	9866514185	
46	V.M.C.	Sri V.Tataiah Dy.E.E (Vehicle Depot) Circle-VII Vijayawada	9866514197	
47	V.M.C.	Kum.G.Sharmila Dy.E.E Projects Div-II Vijayawada	9966514192	
		EDUCATION		
1	V.M.C.	M.Durga Prasad, Dy.E.O.	9866514224	
2	V.M.C.	Vacant	-	
3	V.M.C.	Sri.M.D.Aslam, Superintendent	7095225679	
		AUDIT		
1	V.M.C.	Sri.E.Ashok Mourya, E.O.A	9866514155	
2	V.M.C.	Sri.Vijaya Mohan, A.E.O	9866993030	
3	V.M.C.	S.J.L.Narasimha Rao, Superintend	9493215399	
		ACCOUNTS		
1	V.M.C.	Sri .K.Narsimhamurthy, Accounts officer	9866514156	
2	V.M.C.	Sri.N.V.S.Prasad, Accountant	9618144478	
3	V.M.C.	Sri.K.V.Satyanarayana, Additional Accountant	8790233886	

4	V.M.C.	Sri.D.Venkateswara Rao Suprintendent	9000123229	
5	V.M.C.	Vacant Superintendent	-	
		ADMINISTRATION		
1	V.M.C.	Sri. D.Chandra Shekar, A.C.(G)	9866514142	
2	V.M.C.	Smt.A.Naga Kumari, Manager .	9866514222	
		PROJECTS		
1	V.M.C.	Sri .J.V.Rama Krishna, Superintending Engineer-I & AC(P)i/c	9866514183	
		HORTICULTURE		
1	V.M.C.	Sri.K.Pradeep Kumar Asst. Director of Horticulture	9866514154	
2	V.M.C.	Sri G.Ramana, Park Supervisor	9866591027	
3	V.M.C.	Sri M.Venkateswara Rao Park Supervisor	9866889470	
4	V.M.C.	Sri.R.Victor Babu Park Supervisor	9959911593	
5	V.M.C	Sri.M.Durga Prasad, Park Supervisor	9908872438	
6	V.M.C	Sri.B.Hymavathi	9704028142	
		U.C.D.		
1	V.M.C.	Sri. M.V.V.Satyanarayana P.O(UCD)	9866514153	

2	V.M.C.	Sri. K.V.Ramana Superintendent	9866977757	
3	V.M.C.	Sri.K.Baby Polin, CDO	9959442212	
4	V.M.C.	Sri.M.Durga Prasad, CDO	9989773491	
5	V.M.C.	C.B.S.Reddy, CDO	9949621987	
		SECRETARY CELL		
1	V.M.C.	Sri .A.Nagakumari , Manager & Secretary I/c	9866514222	
2	V.M.C.	Sri .G.Anjaneyulu, Superintendent	9959515517	
		LEGAL CELL		
1	V.M.C.	Sri.D.Chandra Shekar, Addl.Commissioner AC(G) Officer Incharge.	9866514142	
2	V.M.C.	Sri.C.Venkateswara Rao, Superintendent.	9866514191	
		ESTATES		
1	V.M.C.	Sri.Ch.Krishna Murthy, Estates Officer	9866996403	
2	V.M.C.	Sri.B.Srimanarayana, Superintendent	8008858348	
3	V.M.C.	G.Mary Prasanthi,RI-I	9949825300	
4	V.M.C.	Vacant		
5	V.M.C.	P.Ramakrishna Mohana Rao	9989773500	
		FIRE WING		

1	V.M.C.	Sri. T.Uday Kumar, R.F.O	9866514169	
2	V.M.C.	Sri.M.Srinivasa Reddy, District Fire Officer	9989773494	
3	V.M.C.	Sri.A.Shekhar, S.F.O	9989773498	

Section 4 (1) (b) (x)**Monthly Remuneration Received by Each Officer and Employees, including the System of Compensation as Provided in Its Regulation.**

Sl. No.	Designation and No. Of Employees	Monthly Remuneration including its Composition (Gross) Rs
1	COMMISSIONER-1	94410
2	ADDL.COMMISSIONER(G)-1	73638
3	ADDL.COMMISSIONER(P)-1	83788
4	EXAMINER OF ACS-1	113692
5	ASST.EXAMINER OF ACS-1	77000
6	ACCOUNTS OFFICER-1	64688
7	PROJECT OFFICER (UCD)1	75612
8	CITY PLANNER-1	77586
9	CHIEF MEDICAL OFFICER-1	153514
10	AMOH-3	150135
11	BIOLOGIST-1	90406
12	SUPERINTENDING ENGINEER-2	295006
13	DY.C.(R)-1	84253
14	ASST.COMMISSIONERS-3	238770
15	MANAGER-1	174933
14	SUPERINTENDENT-13	967734
16	SENIOR ASSISTANT-39	2461756
17	JUNIOR ASSISTANT-92	3918651
18	TYPIST-14	550256
19	RECORD ASSTS -26 & LIB ASSTS-2	1069595
20	BILL COLLECTOR-63	2740932
21	ATTENDERS(OFFICE SUB- ORDINATES) -61	1683146
22	JR.STENOS-5	274047
23	T.P.SUPERVISOR-1	-
24	T.P.B.O-	56978

25	CHAINMAN-18	586487
26	DY-EE-14	1115812
27	ASSISTANT ENGINEER-25	1215025
28	ELECTRICIAN-17	857710
29	DRAUGHTSMAN-1	104545
30	CHIEF ENGINEER-1	--
31	EXECUTIVE ENGINEER-6	298387
32	WORK INSPECTORS-29	1501233
33	ROAD GANG MAZDOOR-56	2121136
34	TREATMENT MAZDOOR-4	162851
35	WATCHMAN-64	2232894
36	SEWER CLEANERs-13	487588
37	BALLACAT COOLI-1	46656
38	LAB BOY-1	51968
39	CLEANER-24	926954
40	FOUNTAIN CLEANER-11	517585
41	TURN COCKs-14	541820
42	METER BOYs-1	49425
43	LINEMANs-2	149946
44	FILTER BED OPERATORs-1	63006
45	FITTER-3	104825
46	METER MECHANIC-2	122809
47	PIPELINE FITTER-1	52475
48	TAP INSPECTOR-3	147781
49	METER READER-5	242959
50	WIREMAN-6	405621
51	HELPER-22	818158
52	FITTER MAZDOORs-4	157353
53	SANITARY INSPECTOR-33	2042288
54	HEALTH EDUCATOR-1	64688
55	SANITATRY MAISTRY-83	2985609
56	CARE TAKER-2	81684
57	VETY.ASST.SURGEON-1	73600

58	DRIVERS-11	558607
59	DRIVER-CUM-MECHANIC-1	65048
60	CARPENTER-1	58215
61	HEALTH VISITOR-4	291721
62	METERNITY ASSISTANT-6	377685
63	I/C DRIVER-18	1016689
64	AYAH-8	278236
65	F.N.O-9	391676
66	MEDICAL OFFICERS-4	440476
67	COMPOUNDERS-3	194164
68	MALE NURSING ORDERLY-6	275361
69	BLACKSMITH-1	58155
70	CONSERVANCYS-278	12040681
71	SWEEPERS-5	213037
72	DRAIN CLEANER-42	1840065
73	SLAUGHTER HOUSE-2	98574
74	DEADBODY LIFTER-1	49224
75	MALARIA WORKERS-25	1085865
76	ANTI LARVAL WORKER-5	234579
77	GARDENERs-73	1930852
78	CHEMIST-CIM-SUPDT-1	126415
79	SEWER MAISTRY-4	179448
80	PARK MASTRY-1	52460
81	WELDER-2	104600
82	EARTH WORK COOLY-2	89554

83	PARK SUPERVISOR GR-II-3	152190
84	MAZDOOR-17	565894
85	P.H.WORKERs-292	7024212
86	SOCIAL WORKER-9	369387
87	C.D.O-2	131554
88	ACCOUNTANT-1	83808
89	ADL. ACCOUNTANT-1	85128
90	REVENUE INSPECTOR-2	134679
91	TRACER-1	49215
92	PHARMACIST-1	75612
93	BULLCLEARK-1	35285
94	LIBRARAIN-1	28254
95	PH WORKERs-122	5142630
96	STATION FIRE OFFICER-1	65271
97	ASST.TECHNICAL OFFICER-1	59854
98	JUNIOR TECHNICAL OFFICER-6	300479
99	TECHNICAL ASSISTANT-2	86595
100	GR-II PIPE LINE FITTER-2	82413
101	REGIONAL FIRE OFFICER-1	Vacant

CHAPTER-XII – Budget Allocation
Section 4 (1) (b) (xi)

The Budget Allocated to each Agency, Indicating the Particulars of all Plans, Proposed Expenditure and Reports on Disbursements Made.

(Rs. In lakhs)					
Agency	Programme / Scheme/Project/ Activity purpose for which budget is allocated	Amount released last year (2016-17)	Amount spent last year (2016-17)	Budget allocate current year (2017-18)	Budget released current year (2017-18)
	MP Local area development Grant	1,06,71,024	1,19,78,862	2,10,00,000	
	Special Development Fund through MLAs in Circle-1,2 & 3 Areas	4,16,55,311	4,44,09,784	4,02,78,000	
	SC, ST Under Special Development Funds	0		1,97,22,000	
	Hudco CSR Fund for development Parks	35,17,808	35,17,808	65,00,000	0
	Rajeev Awas Yojana (RAY) Scheme	2,00,00,000	57,42,380	0	18,25,393
	Multi Purpose Resource centres / City Livelihood Center	0		32,00,000	1,50,000
	Abhayahastam	39,35,000	35,41,000	26,23,000	0
	OA Pensions & (Stationery)	1,72,000	1,00,000	1,05,000	45000
	Employment Skill Programme	35,00,000		0	
	Shelter for Urban Home Less	1,89,80,000	22,94,320	42,00,000	20,04,000
	Street Vendors	68,000	67,510	2,00,000	0
	SM & ID - Social Mobilisation and Institutions Development	5,00,000	31,90,000	45,00,000	
	Swatch Bharat/Andhra (I.L.C.S.Grant) and Solid waste Management	74,86,857	74,53,266	31,44,48,000	16,59,028

	Implementation of Golden mile project	0		3,48,00,000	
	JnNURM Scheme (Central Govt.) 50% Share	18,17,70,307	21,71,77,500	0	
	Beneficiary loan and contribution (JNNURM)	4,89,94,029		9,00,00,000	8,58,08,366
	Jakkampudi Lay out (40:60)	0	92,65,947	2,49,60,000	2,51,649
	Road Grant	0	21,51,000	5,00,00,000	
	Improvements of D.R.R Stadium Fund	61,35,000	61,35,000	88,65,000	
	14 th Finance Commission Grants	32,67,99,181		122,49,60,000	
	AMRUT Scheme	7,87,00,000		92,13,00,000	
	Metro Rail (Shifting of Electrification)	3,52,00,000		3,45,00,000	62,95,264
	Budameru Development Plan	0	10,63,14,751	15,00,00,000	1,94,58,863
	CRDA Funds	10,52,57,279	10,52,57,279	10,30,00,000	7,53,45,901
	Kanaka Durga Fly Over (Diversion of Traffic)	0	9,65,89,000	11,00,00,000	
	Solar City Project	0		95,00,000	17,80,000
	Pushkaram Funds	95,65,00,000	94,87,43,000	73,25,00,000	65,79,652
	SCSP Grant	12,71,43,000	9,58,71,000	44,50,66,000	8,40,91,372
	MEPMA	3,84,20,243		0	61,00,000
	Non-Plan Grant	0	1,07,69,972	4,65,00,000	

	State finance commission Grant	1,00,00,000	3,77,24,973		
	GOAP Grant	3,91,55,000	3,91,55,000		2,59,96,149
	Improvement for Muslim Minority	0		1,33,10,000	
	Construction of new shadikhana at wynchipet (SDF)	6,00,00,000		0	1,10,28,000
	Women Parliament	0		3,28,39,000	3,12,39,348
	ST Subplan Grant	0		3,23,78,000	
	Kanaka Durga Temple funds	0	6,10,19,584	97,79,000	22,92,027
	CSR Funds	0		1,00,00,000	
	Air Show	0		86,93,000	
	Navy Show	0		5,72,000	
	Beautification of canals	0		2,00,00,000	
	Beautification of National Highway (Tourism Funds)	0		1,99,96,000	
	Swatch Bharat School Toilets & Community Toilets	0		1,95,69,000	
	NABARD Funds	0		1,00,00,000	
	Sports Equipment (From DMA office)	0		9,95,000	

CHAPTER-XIII – Subsidy Programme

Section 4 (1) (b) (xii)

13. 1 THE MANNER OF EXECUTION OF SUBSIDY PROGRAMMES INCLUDING

**THE AMOUNTS ALLOCATED AND THE DETAILS OF BENEFICIARIES OF
SUCH PROGRAMMES.**

As per the guidelines of the scheme beneficiaries will be identified and disbursed by the Municipal Commissioner.

CHAPTER-XIV – Recipients of Concessions

Section 4 (1) (b) (xiii)

**14. 1 PARTICULARS OF RECIPIENTS OF CONCESSIONS PERMITS OR
AUTHORISATIONS GRANTED BY IT.**

- NIL -

CHAPTER-XV – Electronic Information

Section 4 (1) (b) (xiv)

**15. 1 DETAILS IN RESPECT OF THE INFORMATION, AVAILABLE TO OR HELD BY IT
REDUCED IN AN ELECTRONIC FORM.**

The information is available in the following website <http://www.aponline.gov.in/>

(Please refer to the Municipal Administration Department)

CHAPTER -XVI – Public Facilities

Section 4 (1) (b) (xv)

16.1 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.

Whatever information is available with the Government in Electronic format, has been hosted on the website <http://www.aponline.gov.in>. This information can be downloaded by the citizens from this website at free of cost. In addition to the above, visitors with any problems are welcome between 3 PM To 5 PM every day to meet any of the designated officials i.e Additional Director, Joint Directors and Deputy Director.

CHAPTER-XVII - Public Information Officers

Section 4 (i) (b) (xvi)

17. 1 THE NAMES DESIGNATIONS AND OTHER PARTICULARS OF THE PUBLIC INFORMATION OFFICERS.

Sl No	Name of the officer/ Designation	Appointed as per the Act.	Contact No.	Address
1.	Sri D.Chandra Sekhar	Appellate Authority	9866514142	Jawaharlal Nehru Building, Canal Road, Vijayawada, Andhra Pradesh - 520001
2	Sri G.Subbarao	Public Information Officer	9949911698	
3	Sri P.David Anand	Assistant Nodal Public Information Officer	9440689223	

CHAPTER-XII – Other Information

Section 4 (1) (b) (xvii)

SUCH OTHER INFORMATION AS MAY BE PRESCRIBED AND THEREAFTER UPDATE THESE PUBLICATIONS EVERY YEAR

- NIL -