

BANGALORE METRO RAIL CORPORATION LIMITED

THE RIGHT TO INFORMATION ACT, 2005
(INFORMATION AS REQUIRED UNDER SECTION 4 OF THE ACT)

PROCEDURE OF APPLICATION NOTIFIED TO GENERAL PUBLIC SEEKING INFO
UNDER RIGHT TO INFORMATION ACT, 2005

1. Members of the public seeking info under the Right to Information Act, 2005 (hereinafter referred to as Act) are to send their request in writing on plain paper in the following format addressed to Public Information Officer at Bangalore Metro Rail Corporation Limited, III Floor, BMTC Complex, K.H. Road, Shanthinagar, Bangalore – 560 027 at their own cost:
 - (a) Name of the person seeking info, his/her age, occupation and postal address with contact phone no, fax no, e-mail ID if any.
 - (b) Nature of the info sought such as data, extracts from records, noting, etc., or inspection of records.
 - (c) Information or inspection desired in precise and specific terms.
 - (d) Whether information sought is not available on the Company's website / published documents accessible to public.
 - (e) Whether willing to pay the prescribed fees in the event of the request being admissible. In case of those 'Below Poverty Line', whether he / she can produce proof to that effect from competent authority. Vague and incomplete requests not conforming to the aforesaid format may not be entertained.
2. Requests received by the PIO will be acknowledged by the PIO stating the date of receipt and the action being taken to process the request.

Notwithstanding anything contained in the Act, there shall be no obligation on the part of the Company to give any citizen,

- (a) Information which has been expressly forbidden to be published by any court of law or tribunal or the disclosure of which may constitute contempt of court.
- (b) Information including commercial confidence, trade secrets or intellectual property, the disclosure of which would harm the competitive position of a third party.
- (c) Information other than the above as exempted under the Act.

3. On being found the request is admissible under the Act, the applicant will be intimated the amount of prescribed fee to be paid, the mode of payment and the deadline for remittance.

Upon receipt of the payment as specified, the desired info will be sent in printed form by registered post within the period prescribed under the Act. In case no remittance is received or is received after the deadline, the Company will be absolved of its responsibility to furnish the subject info and such money remitted if any will not be refunded.

The rates of fee prescribed are as follows:

- (a) For obtaining info under sub-section (1) of Sec.6 – Application fee Rs.10/-
- (b) For providing info under sub section (1) of Sec 7- Rupee 1 for each page (in A-4 or A-3 size page) created or copied; actual charge or cost price of a copy in larger size paper; actual cost or price for samples or models; and no fee for first hour for inspection of records and thereafter, Rs. 5 for each 15 minutes (or fraction thereof).
- (c) For providing info under sub-section (5) of Sec.7- Rs. 50 per diskette or floppy; and Rs. 2 per page of photocopy for extracts from publication or at the price fixed for such publication.
- (d) No fee is payable by those 'Below Poverty Line'. The fee is charged by way of cash against official receipt or by DD or bankers' cheque payable to the BMRCL, Bangalore.

In the event of the request not being found admissible, a communication to this effect stating reasons thereof will be sent by Registered Post to the applicant and no further correspondence on the subject request will be entertained.

4. Applicant who does not receive a decision within the time specified under the Act or is aggrieved by a decision of PIO may within 30 days from the expiry of such period or from the receipt of such a decision prefer an appeal to the appellate authority designated by the Company.

CHAPTER I

PARTICULARS OF ORGANIZATION, FUNCTIONS AND DUTIES

- GO No. HUD 19 BMR 94, dated 20.09.1994 sanction for establishment of a Limited Company to be named ad “Bangalore Mass Rapid Transit Limited” received.
- Company incorporated on 21st September, 1994.
- Name of the Company changed to “Bangalore Metro Rail Corporation Limited” with effect from 12th September, 2005.
- Successful planning and implementation of the Delhi Metro Project encouraged the Government of Karnataka to avail the Delhi Metro Rail Corporation Limited, a Joint Venture Company of the Government of India and Delhi Government for the planning, investigation and preparation of Detailed Project Report for two metro lines in Bangalore City, one in the East West direction and the other in the North South Direction (September 2002).
- Government of Karnataka cleared the two corridors on 19.09.2002 and 19.10.2002.
- DMRC submitted the Detailed Project Report on 26.05.2003.
- GoK posed the Metro Rail Project before the Planning Commission of India for their “in principle” approval. Considering the merit of the project and recognizing the urgent transportation requirement of Bangalore City, Planning Commission has accorded its in-principle approval on 4th February, 2004.
- Government issued notification freezing land development and construction activities in the Metro Rail alignment in February, 2004.
- GoK after taking into consideration DPR prepared by DMRC, accorded its approval on 24th March 2005 for implementation of the Bangalore Metro Rail in joint venture with Government of India.

- The Government of India, Ministry of Environment and Forest has issued a endorsement on 11-04-2005 that the proposed Railway based Mass Rapid Transit System does not attract provisions of environmental impact assessment notification 1994.
- Public Investment Board of Government of India has cleared the Bangalore Metro Rail on 5th August, 2005.
- Union Cabinet has cleared the project on 27th April, 2006.
- Approval of Government of India has been given on 11th May, 2006.
- Project Cost is Rs. 6395 Crores. Project implementation is 5 years.
- Land Acquisition has been entrusted to Karnataka Industrial Area Development Board.
- Memorandum and Articles of Association, as amended up to July 2006 may be obtained from BMRCL office at the above address during office hours on working days.

CHAPTER II

POWERS AND DUTIES OF OFFICERS AND EMPLOYEES

The powers and duties of the Company's Directors are governed by Articles of Association of the Company, provisions of the Companies Act, 1956 and guidelines/instructions issued by Government from time to time. There is appropriate delegation of powers from the Board of Directors to Managing Director. Depending on the requirement powers are in turn sub-delegated from Managing Director to Executive Directors, General Managers, and other Departmental Heads with Financial Limits. The duties of Senior Officers of the Company are also governed by terms and conditions of appointment/deputation.

BMRCL CODE OF BUSINESS CONDUCT AND ETHICS

Consequent to BMRCL becoming a joint venture of Government of India and Government of Karnataka in terms of letter by Government of India dated 11-05-2006 the Board has been reconstituted. The code of business conduct and ethics are being formulated by the new Board.

DISCIPLINARY ACTIONS

The Company will take appropriate action against any employee, agent, contractor or consultant whose actions are found to violate the policies of the company. Disciplinary actions may include immediate termination of employment or business relationship at the Company's sole discretion. Where the Company has suffered a loss, it may pursue its remedies against the individuals or entities responsible. Where laws have been violated, the Company will co-operate fully with the appropriate authorities.

CHAPTER III

PROCEDURE FOLLOWED IN DECISION MAKING PROCESS

Bangalore Metro Rail Corporation Limited (formerly Bangalore Mass Rapid Transit Limited) being mainly engaged in establishing mass rapid transit systems has well laid down procedures for making decisions. In order to implement the project implementation, meeting time schedules, the proposals are initiated at the appropriate levels in the Company, depending upon the financial implications, urgency and importance of the subject matter, proposals are sent to the Competent Authority for its approval. Powers required to be exercised at the Meetings of the Board / General Body are exercised by due compliance with the provisions of Companies Act, 1956, Memorandum and Articles of Association. Wherever required, the concurrence of the Financial Department is taken at the appropriate level as per the instructions/procedure laid down from time to time. Proposals are submitted to the Competent Authority for approval after ensuring due compliance with the instructions/policies. The approval is accorded by the executives at the appropriate as per the delegation of powers up to the level of MD. The Board of Directors approve such matters which are beyond the delegated powers of MD.

CHAPTER IV

Norms set by it for the discharge of its functions:-

The Company has been established for providing solutions to the mass rapid transit system in Bangalore.

The Project implementation has been approved by Government of Karnataka in March 2005. The Public Investment Board has cleared the project proposal in August 2005. Government of India has cleared the Project in May 2006 at a total cost of Rs. 6395 Crores.

The Project will be implemented as per the set norms and as per the project report.

CHAPTER V

RULES, REGULATIONS, INSTRUCTIONS, MANUALS & RECORDS FOR DISCHARGING FUNCTIONS:

The overall objective and frame work of rules and regulations of the Company is laid down in the Memorandum and Articles of Association of the Company. Compliance with the provisions of the Companies Act, 1956 is also ensured while discharging functions. Each Department of the Company while discharging its functions is guided policy, instructions and guidelines, which are periodically reviewed and updated. The conduct of the employees is regulated by the terms and conditions of appointment.

The Company maintains various statutory documents, registers, books, licenses, manuals, agreements etc. for the business operations of the Company, as required under various statutes, rules and regulations as well as for the smooth functioning of the Company, such as Personnel Policy /guidelines/Rules/Procedure, Terms and conditions of Contract, Tender Documents, etc. The Company is in the process of preparation of detailed Manuals, Rules and Regulations in line with the project implementation schedule.

CHAPTER VI

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

Sl. No.	Category of the Document	Name of the Document and Its introduction in one line	Procedure to obtain the document	Held by / under control of
			Please refer the procedure for seeking Information notified by the Company in this regard.	
	Statutory	Register of Directors		Company Secretary
	Register of Common Seal			Company Secretary
	Register of charges			Company Secretary
	Register of Investments			Company Secretary
	Register of AGM Minutes & Board Meetings		They are not available for inspection by public and copies cannot be furnished (exempted).	Company Secretary
	Memorandum & Articles of Association			Company Secretary
	Certificate of Incorporation			Company Secretary
	Company's Trade Mark, if any			Company Secretary
	Delegation of Powers			
	Licence, CST/VAT Registration			Finance Dept
	Annual Accounts & Audit Reports			Corp Finance Dept

CHAPTER VII

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.

For the present - Nil

CHAPTER VIII

Statement of boards, council, committees and other bodies constituted as its part
LIST OF BOARD / COMMITTEES EXISTING IN BMRCL

1. BOARD OF DIRECTORS:-

The Board of Directors comprises of Chairman / Chairperson, Managing Director, Functional Directors and Part-time Directors.

The Board Meetings are generally held once in every quarter as per statutory requirement. The Minutes of the Board Meeting are not for Public Inspection and copies there of shall not be furnished.

At present no sub-committee of the Board has been constituted.

As per Articles of Association of the Company, the Board of Directors may constitute a sub committee of Directors for various matters like selections of Directors, considered delegations of powers and selection of officers etc., from time to time.

Present constitution of the Board is appended.

2. AUDIT COMMITTEE:

Presently, the Company is not required to constitute an Audit Committee.

3. SHARES AND BONDS TRANSFER COMMITTEE:

All the shares are held by Government of Karnataka and Government of India and hence no Committee need to be constituted for transfer of Shares.

As on date no bonds have been issued by the Company.

4. INVESTORS' GRIEVANCE COMMITTEE:

Not applicable.

BANGALORE METRO RAIL CORPORATION LIMITED

Board of Directors

1. Dr M Ramachandran
Secretary – Ministry of Urban Development
Government of India
Chairman, Bangalore Metro Rail Corporation Ltd.
Nirman Bhavan
New Delhi 110 011

2. Sri S K Lohia
Director – Urban Transport
Ministry of Urban Development
Government of India
Nirman Bhavan
New Delhi 110 011

3. Sri Satish Kumar
Director (Electrical)
Delhi Metro Rail Corporation Ltd
NBCC Place, Pragathi Vihar
Bhishma Pitamah Marg
New Delhi 110 003

4. Sri Harish Chandra
Advisor (HUD)
Planning Commission of India
132, Yojana Bhavan
Sansad Marg
New Delhi 110 001

5. Sri Anil Baijal, IAS (Retd)
Sr. Advisor, IDFC
The Capital Court, 6th Floor
Office of Prime Marg
Munirka
New Delhi 110 067

6. Sri M. Lakshminarayana
Secretary to Hon'ble Chief Minister
Government of Karnataka
Vidhana Soudha
Bangalore 560 001

7. Sri M.R. Sreenivasa Murthy
Principal Secretary to Government
Government of Karnataka
Finance Department
Vidhana Soudha
Bangalore 560 001

8. Sri K Jothiramalingam
Principal Secretary to Government
Government of Karnataka
Urban Development Department
4th Floor, Vikasa Soudha
Bangalore 560 001

9. Dr. S. Subramanya
Commissioner
Bruhat Bangalore Mahanagara Palike
N.R.Square
Bangalore 560 002

10. Sri N Sivasailam
Managing Director
Bangalore Metro Rail Corporation Ltd
3rd Floor, BMTC Complex
K.H.Road, Shanthinagar
Bangalore 560 027

11. Sri B S Sudhir Chandra
Director (P&P)
Bangalore Metro Rail Corporation Ltd
3rd Floor, BMTC Complex
K.H.Road, Shanthinagar
Bangalore 560 027

12. Sri D D Pahuja
Director (R.S.E.)
Bangalore Metro Rail Corporation Ltd
3rd Floor, BMTC Complex
K.H.Road, Shanthinagar
Bangalore 560 027

Chapter IX

Directory of Officers

Ph: No.22969300, 22969301 (General), Fax: 22969222

Sl. No.	Name	Designation	Phone Numbers Office
1.	Sri. N. Sivasailam	MD.	22969292
2.	Sri. B.S.Sudhir Chandra	D (P&P)	22969206
3.	Sri. D.D.Pahuja	D (RSE)	22969231
4.	Sri. C.Jayaram	EO	22969395
5.	Sri. R.K.Ravishankar	Company Secretary	22969251
6.	Sri. S.T.Khombe	CE(D&UNS)	22969305
7.	Sri. Dany Thomas	CE (R1)	22969304
8.	P.N.Nayak	CE (R2)	22969205
9.	Sri. Arvind Kumar	CE (R3)	22969354
10.	Sri. H.S.Prakash Kumar	CE (R4)	22969387
11.	Sri. R.K.Roy	CEE (T& GS)	22969233
12.	Sri. A.S.Shankar	CSTE	22969234
13.	Sri. Sri. N.P.Sharma	CE (D&C)	22969230
14.	Sri. S.N.Gangadharaiah	Spl.DC (LA)	22969232
15.	Sri V.K.Dwarakanath	LO	22969389
16.	Sri. B.L.Yashavanth Chavan	DCEE (RS) ,CPRO	22969255
17.	Sri. K.R.Mahadevaswamy	DCE (EW)-2	22969215
18.	Sri. S.S.Heggaraddi	DCE (EW)-1	22969214
19.	Sri Subramanya Gudge	DCE (Crds)	22969218
20.	Sri. Syed Zubair Ahamed	DCEE (T)	22969211
21.	Sri. Nagabhushan	DCE(Depot)	22969223
22.	Sri. S.Kinni	EE (C)-1	22969352
23.	Sri. S.Hiremth	EE (C)-2	22969353
24.	Sri. V.S.Prasad	EEE (RS)	22969209
25.	Sri. Nagappa Hebbi	EE(C)-3	22969229
26.	Sri. S.Shivakumar	EE (C)-4	22969220
27.	Sri. G.S.Cylesh	M (IT)	22969390
28.	Smt. C.Vidya Murthy	M (F)-1	22969207
29.	Sri. Sudharkar Nayak	M (Proto)	22969217
30.	Sri. D.K.Nagendra	M (PR)	22969212
31.	Sri. Mohamed Imtiazuddin	EE(Elec.)	22969224

CHAPTER - X

The monthly remuneration received by officers and workmen including system of compensation as provided in the terms and conditions appointment.

Since the project is in implementation stage, there are no recruitments against the above and as per the policy; the personnel required for implementation of the project will be taken on Deputation / contract / Outsourced.

The remuneration is paid as per the terms and conditions of deputation / contract.

The details are given in the Annexure.

DETAILS OF MONTHLY REMUNERATION RECEIVED (As on July 2008) BY EACH OF OFFICERS

Sl. No.	Name	Designation	Remuneration Rs.(Gross)	Remarks
1.	Sri. N. Sivasailam	Managing Director	61445	On deputation from GOK
2.	Sri. B.S. Sudhir Chandra	Director (P&P)	74764	On Contract
3.	Sri. D.D. Pahuja	Director (RSE)	48320	On Contract
4.	Sri. C. Jayaram	Environment Officer	58939	On deputation from GOK
5.	Vacant	Company Secretary		
6.	Sri. S.T.Khombe	Chief Engineer (D&UNS)	45041	On deputation from GOK
7.	Sri. Dany Thomas	Chief Engineer (R1)	61195	On deputation from GOI
8.	Sri. P.N.Nayak	Chief Engineer (R2)	-	On deputation from GOK
9.	Sri. Arvind Kumar	Chief Engineer (R3)	58590	On deputation from GOI
10.	Sri. H.S. Prakash Kumar	Chief Engineer (R4)	-	On deputation from GOK
11.	Sri. R.K.Roy	Chief Engineer (T)	54180	On deputation from GOI
12.	Sri. A.S. Shankar	Chief Engineer (STE)	53652	On Contract
13.	Sri. N.P. Sharma	Chief Engineer (D&C)	61077	On Contract
14.	Sri. S.N. Gangadharaiiah	Spl. DC (Land Acquisition)	47776	On deputation from GoK
15.	Sri V.K. Dwarakanath	Law Officer	24000	On Contract

16.	Sri. B.L.Yashavanth Chavan	DCEE (RS) ,CPRO	49155	On deputation from KPTCL
17.	Sri. K.R.Mahadevaswamy	DCE (EW)-2	48307	On Contract
18.	Sri. S.S.Heggaraddi	DCE (EW)-1	38113	On Contract
19.	Sri Subramanya Gudge	DCE (Corridors)	37692	On Contract
20.	Sri. Syed Zubair Ahamed	DCEE (T)	52271	On deputation from KPTCL
21.	Sri. Nagabhushan	DCE(Depot)	30000	On Contract
22.	Sri. S.Kinni	EE (C)-1	33678	On deputation from GOK
23.	Sri. S.Hiremath	EE (C)-2	44050	On deputation from GOK
24.	Sri. V.S.Prasad	EEE (RS)	32850	On Contract
25.	Sri. Nagappa Hebhi	EE(C)-3	27800	On deputation from KBJNL
26.	Sri. S.Shivakumar	EE (C)-4	36159	On Contract
27.	Sri. G.S.Cylesh	M (IT)	26500	On Contract
28.	Smt. C.Vidya Murthy	M (F)-1	29543	On Contract
29.	Sri. Sudharkar Nayak	M (Proto)	27338	On Contract
30.	Sri. D.K.Nagendra	M (PR)	33449	On deputation from GOI
31.	Sri. Mohamed Imtiazuddin	EE(Elec.)	18000	On Contract

CHAPTER XI

The budget allocated to each of its agency, indicating particulars of all plans, proposed expenditures and reports on disbursements made.

The Project has been approved by Government of India.

CHAPTER XII

The manner of execution of subsidy programmes, including amounts allocated and the details of beneficiaries of such programmes.

There are no subsidy programmes entrusted to the company for execution.

CHAPTER XIII

Particulars of recipients of concessions, permits or authorizations granted by it.

At present this is not applicable.

CHAPTER XIV

Details in respect of the information, available to or held by it, reduced in an electronic form.

The following details are available in electronic form (bmrc.co.in).

1. Information about the Company.
2. Project Highlights.
3. Executive Summary of Environment Impact Assessment Report.
4. Tenders published/called.

CHAPTER XV

Particulars of the facilities available to citizens for obtaining information Means, methods or facilitation available to the public which are adopted by the department for dissemination of information.

1.	Through News paper	Notifications / information about progress made in the project implementation, Tenders, Notices, Recruitment advertisements, etc., is published prominently.
2.	Tenders	Tender Notifications are also published in the State Tender Bulletin as per the provisions of Karnataka Transparency in Public Procurement Act.
3.	Inspection of Records in the Office	Statutory registered publications required as per the Companies Act, 1956 are available for inspection. Minutes of AGM and Board meeting including sub committee are neither available for inspection nor copies there of would be furnished.
4.	Website of the Public Authority	Company website www.bmrc.co is hosted and maintained giving details of the Company, its organization, services, project profile, statutory information, tender notices, recruitment notices, etc.
5.	Others means of advertising	Direct mail is used for information to Contractors, Customers and various authorities.

CHAPTER XVI

The names, designations and other particulars of the Public Information Officers
Name of the Public Authority : BMRCL

Central Public Information Officer:

Sl. No. : 1
Name : D.K. Nagendra
Designation : Manager(Public Relations)
Phone Nos. (Off) : 22969212
Fax : 22969222(General)
Address : Bangalore Metro Rail Corporation Limited,
III Floor, BMTC Complex, K.H.Road,
Shanthinagar,
BANGALORE - 560 027

The names, designations of Appellate Authority on Public Information Officer:

Sl. No. : 1
Name : B.L.Yashavanth Chavan
Designation : DCEE(RS), CPRO,
Phone Nos. (Off) : 22969255
Fax : 22969222(General)
Address : Bangalore Metro Rail Corporation Limited,
III Floor, BMTC Complex, K.H.Road,
Shanthinagar,
BANGALORE - 560 027