

1	Particulars of organization, functions and duties of Public Authority	<p>The Municipal Council of Kolar .consists of 31 Councillors elected from the Wards, 5 Councillors nominated by Govt. and the jurisdictional MP/MLA/MLC as Members. The head of the Council is the President elected from among the Councillors of the Wards. There is also a Vice-President elected from among the Councillors to exercise such powers delegated to him by the President. The Commissioner/Chief Officer appointed by the Govt. is the executive head of the Council. The Municipality has 3 Engineers,one Environmental Engineer,one Health Inspector,4 FDAs,7 SDAs,3 Bill Collectors and 83 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, streetlighting, etc., and discretionary functions like maintenance of parks, gardens, libraries, hospitals, providing entertainment in public places, slum upgradations, 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	<p>(i) The Commissioner/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.</p> <p>(ii) He shall have the powers to grant, give or issue under his signature all licences and permission, extracts of the public documents/certificates which may be granted under the provisions of the Municipal Act.</p> <p>(iii) He is also empowered to withhold or suspend or withdraw such licences if found to be against the interest of public or the Municipality.</p> <p>(iv) He has powers to operate municipal funds, to receive, recover and credit to the municipal fund, all fees, taxes collected by the Municipality and to make payment towards execution of works and procurements, disbursement of salaries to the staff</p>

		<p>and the honorarium/Meeting fees etc., to the Members of the Council.</p> <ul style="list-style-type: none"> (v) He can invite tenders through public notice for execution of works or procurements of materials required by the municipal council. (vi) He can entered into a contract on behalf of the council. (vii) He also has the powers to transfer rights of the properties in favour of the transferees in the municipal registers. (viii) He has powers to enter and inspect buildings and to remove unauthorized constructions, encroachments, advertisements, prevent nuisance, hazardous activities etc., (ix) He has powers to sanction leave, advances to the staff and to oversee their work as controlling officer. (x) The Assistant Executive Engineers of the Municipality has powers to sanction an estimate up to Rs.10 lakhs. (xi) The Assistant Engineer has powers to sanction an estimate up to Rs.20,000/- (xii) The Junior Engineer has powers to sanction an estimate up to Rs.10,000/- (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.
3	The procedure followed in the Decision making process, including channels of supervision and accountability:	The proposals received by the Municipal Council in the matters of execution / repairs of infrastructure works are processed and examine by the Commissioner/ 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 Commissioner/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

		<p>Council the Commissioner / Chief Officer can implement the decision if such decisions are within the powers of the Council in such reasonable time as may be required. If the decisions required the approval of higher field officers or the Govt. the Commissioner/ 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 Commissioner / Chief Officer are accountable for all happenings in the municipality.</p>
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"> i) The Karnataka Municipal Taxation Rules 1966, ii) Karnataka Municipalities (Election of Councillors) Rules, iii) The Karnataka Municipalities (President and Vice president) Elections Rules. iv) The Karnataka Municipalities (Powers and Expenditure) Rules, 1986 v) The Karnataka Municipalities (Accounts) Rules vi) The Karnataka Municipalities (Limitations on the powers of Contract) Rules, 1966 vii) The Karnataka Municipalities (Preparation of Plans and Estimates and Execution of Municipal Works) Rules, 1966. viii) The Karnataka Municipalities (Guidance of Officers, Grant of Copies and Miscellaneous Provisions) Rules, 1966. ix) The Karnataka Municipalities (Procedure and Conduct of Business) Rules 1977. x) The Karnataka Municipalities (Recruitment of Officers and Employees) Rules, 2004 xi) The Karnataka Municipalities (Conditions of Service) Rules 1987 xii) The Karnataka Municipalities Accounts Rules 1965. xiii) Bye-laws to regulate buildings. xiv) Circular Instructions issued by the Govt. from time to time with regard to implementation of Govt. sponsored programmes. xv) The Map/ Notifications with regard to Constitution of the Municipality and the Council.

		<p>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.</p> <p>xvii) Records of Births and Deaths of persons within the Municipalities.</p> <p>xviii) Basic data such as No. of streets length of roads, No. of properties, play grounds, schools, hospitals, post offices, banks, public offices etc.,</p>
6	A statement of the categories of documents that are held by the Municipality or under its control	<p>a) Municipal Assessment Register containing the property details and assessment</p> <p>b) Cash Book Register indicating all receipts and expenditure</p> <p>c) Copies of the sanctioned plan of buildings</p> <p>d) Birth and Death Registers.</p> <p>e) Register of the proceedings of the Municipal Council</p> <p>f) Register containing Assets of the Municipality</p> <p>g) Project Reports and Maps of the roads, drainage, water supply and other infrastructure facility built by the Municipality.</p>
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 otherthan 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	No standing Committee

	meetings of those boards, councils, committees and other bodies are open to the public or the minutes of such meetings are accessible for public;	
9	A directory of its officers and employees	<p>Name & Designation Telephone No.</p> <p>1 R.S.Yerrappa, KMAS Municipal Commissioner 08152-220001</p> <p>2. Nazeer Ahamad FDA</p> <p>3. Mukthiyar Jaan FDA</p> <p>4. K. Chandrashekar FDA</p> <p>5. T.V.Sharadamma SDA</p> <p>6. C.S.Syd Inthyaz Ahamad SDA</p> <p>7. M.R.Venugopal Nayak SDA</p> <p>8. K. Venkataravana SDA</p> <p>9. K.V.munivenkatappa SDA</p> <p>10. N. Krishnappa SDA</p> <p>11. V. Shantamma SDA</p> <p>12. Ramachandrappa RO</p> <p>13. T.M.Gurappa Bill Collector</p> <p>14. N. Anjanappa Bill Collector</p> <p>15. Abdul Rehaman Bill Colector</p> <p>16. 9 members D Group Empolyees</p> <p>17. Mohan Kumar Environmental Engineer</p> <p>18. D. Lingaraju senior H.I</p> <p>19. Sudharshan kumar A.E.E</p> <p>20. Anil Kumar A.E</p> <p>21. Sujatha J.E</p> <p>22. N.Sharada Senior Programmer</p> <p>23. 37 members water supply helper</p> <p>24. 83 members Pourakarmikas</p> <p>25. S.R.Raghavendra Rao FDA</p>

10	The monthly remuneration received by the officers and employees of the Municipality, including the system of compensation as provided in its regulations;	<p>The remuneration of the officers and officials is furnished below :-</p> <table border="1"> <thead> <tr> <th data-bbox="536 392 845 421">Name</th> <th data-bbox="845 392 1149 421">Amount</th> </tr> </thead> <tbody> <tr> <td data-bbox="536 465 1189 495">1 R.S.Yerrappa, KMAS Municipal Commissioner</td> <td></td> </tr> <tr> <td data-bbox="536 539 1284 568">2. Nazeer Ahamad FDA</td> <td data-bbox="1165 539 1284 568">8008=00</td> </tr> <tr> <td data-bbox="536 573 1284 602">3. Mukthiyar Jaan</td> <td data-bbox="1165 573 1284 602">8008=00</td> </tr> <tr> <td data-bbox="536 607 1284 636">4. K. Chandrashekar</td> <td data-bbox="1165 607 1284 636">8008=00</td> </tr> <tr> <td data-bbox="536 640 1284 669">5. T.V.Sharadamma SDA</td> <td data-bbox="1165 640 1284 669">7616=00</td> </tr> <tr> <td data-bbox="536 674 1300 703">6. C.S.Syd Inthyaz Ahamad</td> <td data-bbox="1165 674 1300 703">9972=00</td> </tr> <tr> <td data-bbox="536 707 1300 736">7. M.R.Venugopal Nayak</td> <td data-bbox="1165 707 1300 736">5614=00</td> </tr> <tr> <td data-bbox="536 741 1300 770">8. K. Venkataravana</td> <td data-bbox="1165 741 1300 770">5522=00</td> </tr> <tr> <td data-bbox="536 775 1300 804">9. K.V.munivenkatappa</td> <td data-bbox="1165 775 1300 804">7791=00</td> </tr> <tr> <td data-bbox="536 808 1300 837">10. N. Krishnappa</td> <td data-bbox="1165 808 1300 837">7442=00</td> </tr> <tr> <td data-bbox="536 842 1300 871">11. V. Shantamma</td> <td data-bbox="1165 842 1300 871">6220=00</td> </tr> <tr> <td data-bbox="536 875 1300 904">12. Ramachandrappa RO</td> <td data-bbox="1165 875 1300 904">11894=00</td> </tr> <tr> <td data-bbox="536 909 1300 938">13. T.M.Gurappa Bill Collector</td> <td data-bbox="1165 909 1300 938">5310=00</td> </tr> <tr> <td data-bbox="536 943 1300 972">14. N. Anjanappa Bill Collector</td> <td data-bbox="1165 943 1300 972">8008=00</td> </tr> <tr> <td data-bbox="536 976 1300 1005">15. Abdul Rehaman Bill Collector</td> <td data-bbox="1165 976 1300 1005">9536=00</td> </tr> <tr> <td data-bbox="536 1010 1300 1039">16. 9 members D Group Empolyees</td> <td data-bbox="1165 1010 1300 1039">56580=00</td> </tr> <tr> <td data-bbox="536 1043 1300 1072">17. Mohan Kumar Environmental Engineer</td> <td></td> </tr> <tr> <td data-bbox="536 1077 1300 1106">18. D. Lingaraju senior H.I</td> <td data-bbox="1165 1077 1300 1106">16159=00</td> </tr> <tr> <td data-bbox="536 1111 1300 1140">19. Sudharshan kumar A.E.E</td> <td></td> </tr> <tr> <td data-bbox="536 1144 1300 1173">20. Anil Kumar A.E</td> <td></td> </tr> <tr> <td data-bbox="536 1178 1300 1207">21. Sujatha J.E</td> <td></td> </tr> <tr> <td data-bbox="536 1211 1300 1240">22. S.R.Raghavendra Rao FDA</td> <td data-bbox="1165 1211 1300 1240">6744=00</td> </tr> <tr> <td data-bbox="536 1245 1300 1274">23. 37 members water supply helper</td> <td data-bbox="1165 1245 1300 1274">168540=00</td> </tr> <tr> <td data-bbox="536 1279 1300 1308">24. 83 members Pourakarmikas</td> <td data-bbox="1165 1279 1300 1308">523730=00</td> </tr> <tr> <td data-bbox="536 1312 1300 1341">25. N.Sharada Senior Programmer</td> <td data-bbox="1165 1312 1300 1341">13,000=00</td> </tr> </tbody> </table>	Name	Amount	1 R.S.Yerrappa, KMAS Municipal Commissioner		2. Nazeer Ahamad FDA	8008=00	3. Mukthiyar Jaan	8008=00	4. K. Chandrashekar	8008=00	5. T.V.Sharadamma SDA	7616=00	6. C.S.Syd Inthyaz Ahamad	9972=00	7. M.R.Venugopal Nayak	5614=00	8. K. Venkataravana	5522=00	9. K.V.munivenkatappa	7791=00	10. N. Krishnappa	7442=00	11. V. Shantamma	6220=00	12. Ramachandrappa RO	11894=00	13. T.M.Gurappa Bill Collector	5310=00	14. N. Anjanappa Bill Collector	8008=00	15. Abdul Rehaman Bill Collector	9536=00	16. 9 members D Group Empolyees	56580=00	17. Mohan Kumar Environmental Engineer		18. D. Lingaraju senior H.I	16159=00	19. Sudharshan kumar A.E.E		20. Anil Kumar A.E		21. Sujatha J.E		22. S.R.Raghavendra Rao FDA	6744=00	23. 37 members water supply helper	168540=00	24. 83 members Pourakarmikas	523730=00	25. N.Sharada Senior Programmer	13,000=00
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16	The names, designations and other particulars of the Public Information Officers;	<p>Name and Design Of the PRO/APRO & Appellate Authority</p> <p>PRO: Sudharshan Kumar Asst. Exe. Engineer CMC, KOLAR</p> <p>APRO: Ramachandrappa Revenue Officer CMC, KOLAR</p> <p>Appellate Authority: R. S. Yerrappa <small>KMAS</small> Municipal Commissioner CMC, KOLAR</p>	<p>Telephone No.</p> <p>08152-222007</p> <p>08152-222007</p> <p>08152-220001</p>
17	Such other information as may be prescribed		NIL