



BRIHANMUMBAI MAHANAGARPALIKA

Section 4 Manuals as per provision of RTI Act
2005 of R/North Ward

SOLID WASTE MANAGEMENT DEPARTMENT

Address - Office of the A. E.(SWM.)
'R/N'ward, Below
Sangeetkar Sudhir Phadke
Flyover, J. Sawant Road,
Dahisar(W.), Mumbai : 400068

Year - 2016 - 2017

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Introduction

The right to information is implicitly guaranteed by the Constitution. However, with a view to set out a practical regime for securing information, the Indian Parliament enacted the Right to Information Act, 2005 and thus provided a powerful tool to the citizens to get information from the Government as a matter of right. This law is very comprehensive and covers almost all matters of governance and has the widest possible reach, being applicable to Government at all levels- Union, State and Local as well as recipients of government grants.

The basic object of the Right to Information Act is to empower the citizens, promote transparency and accountability in the working of the Government and make our democracy work for the people in real sense. The Act is a big step towards making the citizens informed about the activities of the Government.

The Act requires the Government authority to compile a handbook in easily comprehensible form and to update it from time to time under **Section 4(1) b** sub clauses i to xvii (17 Manuals). The objective of publishing 17 Manuals is the proactive disclosure of the information/records held by Govt. Authority for the information seekers. The office of Assistant Engineer, (SWM) R/NORTH ward is hereby publishing the Handbook for 17 Manuals as required under RTI Act 2005 to promote transparency and accountability in the working of the department & to give easy access to the information seekers to the information & records held by this office.

This handbook contains introduction about the department along with particulars of its functions, duties, objectives & vision. It further elaborates about the duties, powers delegated to its officers & employees. The procedure followed in decision-making process, accountability of concerned officers, norms set for discharge of its function along with Acts, related rules/regulations are further described in detail. It also contains the Statement of Categories of documents held by this office, directory & remuneration of its officers and employees. The details of budget allocation & its disbursement, particulars of permits issued, facilities available for citizens & details of PIO/Appellate authority is also published for information.

This consolidated updated handbook on 17 Manuals of the Act would help all the information seekers in getting information. However, in case any information seeker wants to get more information on topics covered in the handbook as well as other information may contact Assistant Engineer (SWM), R/NORTH ward whose office is situated at R/North ward office, Office of the A.E. (SWM) 'R/N' Ward Below Sangeetkar Sudhir Phadke Flyover Jaywant Sawant Road, Dahisar (W) Mumbai 400068 The procedure and fee structure for getting information is as per the provisions of RTI Act, 2005.

The corporation has decentralized most of the main departments functioning at the city central level under Departmental Heads, and placed the relevant sections of these Departments under the Assistant Commissioner. Assistant Engineer (SWM) is under administrative control of Assistant Commissioner.

For SWM department:-

He is assisted by Sub Engineer (SWM) and Asst. Head supervisor, Supervisor, Jr. Overseer and Mukadams.

For administrative work he is assisted by Administrative Officer. Head Clerk and Clerk. Each Jr. Overseer is given one beat to perform the duties pertaining to Sweeping and cleaning.

As per Central Right to Information Act 2005, he is appointed as Public Information Officer (SWM) for Dept. and as per Maharashtra Public Records Act-2005 and Maharashtra Public Records Act Rules -2007, he is appointed as designated officer as Record Officer.

**Assistant Engineer (SWM)
R/North Ward**

SECTION 4 (1) (B) (i)**The particulars of functions & duties of the Office of Assistant Engineer (SWM) R/N Ward**

1	Name of the Section	Office of Assistant Engineer, Solid Waste Management
2	Address	Office of the A.E. (SWM) 'R/N' Ward Below Sangeetkar Sudhir Phadke Flyover Jaywant Sawant Road, Dahisar (W) Mumbai 400068
3	Head of the office	Shri. Sattyawan Bawalekar, Assistant Engineer, Solid Waste
4	Office Timings	Monday to Friday 8.00 a.m. to 12.00 noon and 2.30 P.M. to 5.30 p.m. Saturdays 08.00am to 11.30 am Visiting Hours - (Monday – Friday) 03.00 p.m. to 05.00 pm
5	Chowky Timings	06:30 am – 1:15 pm
6	Contact Details	Telephone no : Extn : 154/166/144/145/164 Email Asst. Eng - aeswmnorthward@gmail.com Email Sub Eng - knrmcgm@gmail.com
7	Parent Government Department	Chief Engineer (SWM)
8	Reporting to which office	Assistant Commissioner, R/North Ward
9	Jurisdiction Geographical	R/North ward is bounded by : North Side – Check Naka, South Side- Sudhir Phadke Bridge , East Side- Ketaki Pada, West Side- Ganpat Patil Nagar (Khadi), Link Road,
10	Vision	To keep the ward garbage free.
11	Mission	To minimize all the garbage collection point on the road/ sub road.
12	Objectives	To keep ward clean and green.

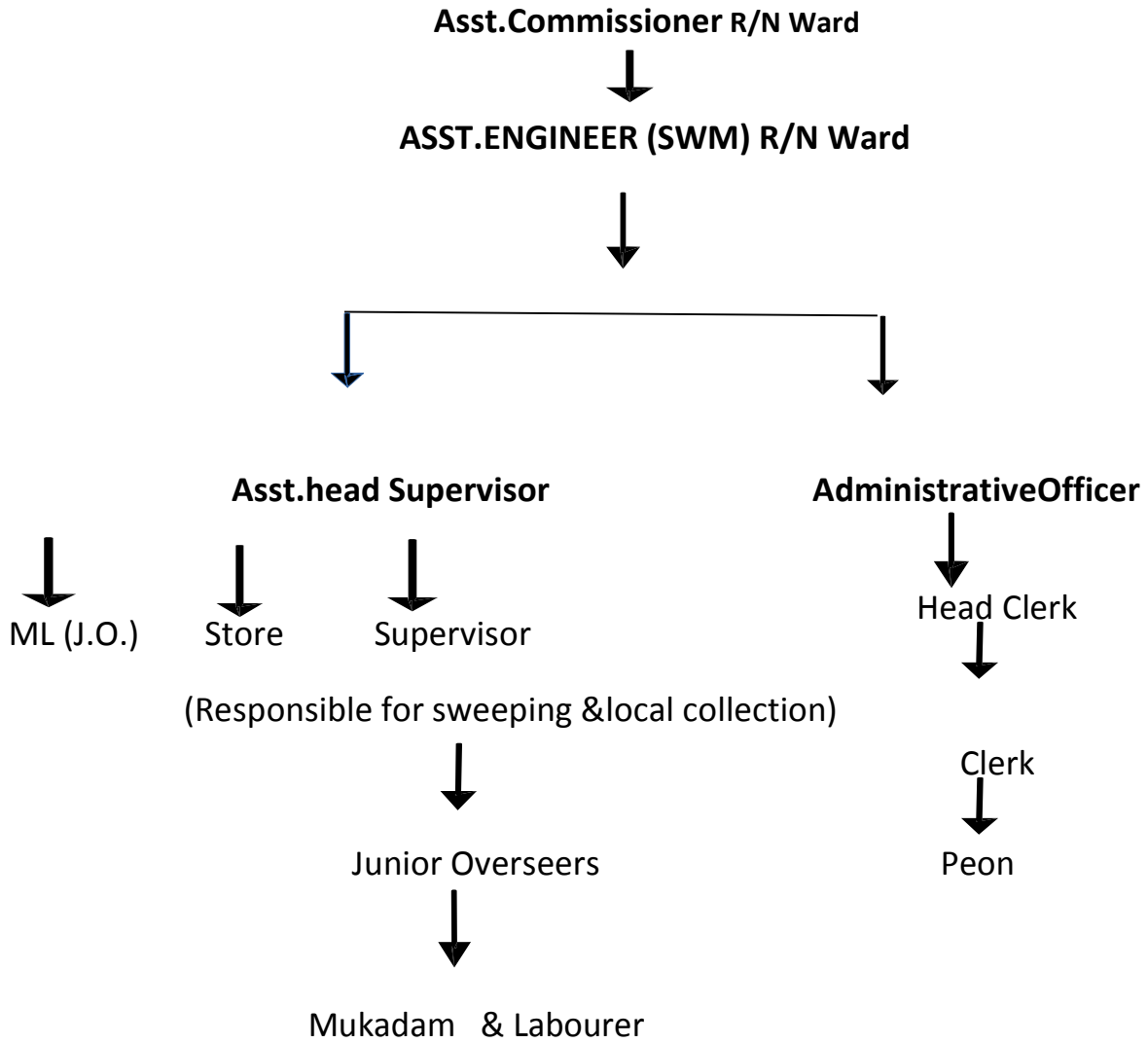
13	Functions	<p>1 .Day to day operations and maintenance works of SWM Section along with improvement schemes introduced time to time.</p> <p>2. Periodical cleaning, maintenance and operation of drainage system i.e. sewer lines, and other appurtenances of sewer networks, inspection and identifications of defects in the sewer network affecting its smooth functioning including street connection & other related works.</p> <p>3. periodical cleaning of SWD (Storm Water Drain) lines are carried out by A.E.(Maint.) department in this R/north ward and other appurtenances of SWD networks, inspection and identification of defects in the SWD networks effecting is smooth functioning including street connection lateral & other related work in W.S.</p> <p>6. A.E. (SWM) in ward shall approve estimate upto Rs.3 lacs and execute the work of SWM on sanction of Competent Authority.</p>
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		<p>For the work beyond 3 lacs, the proposal will be scrutinized by E.E. (S.W.M.) Z-VII, for S.W.M. works in respective wards.</p> <p>7. Day to day maintenance of Electrical & Mechanical equipment and installation of Municipal properties, tenements in ward is carried out by A.E.(Maint.) in R/North ward.</p> <p>8. Co-ordination with various department viz. Ch.E.(SWM),</p> <p>9. A.E. (SWM) shall scrutinize the proposal in respect of P.S.C. blocks on Pay & Use basis and maintained by the N.G.O. The periodical inspection enforcement of action against the N.G.O. found not maintaining the P.S.C. blocks in proper manner.</p>
14	Section Duties	<p>Sanitary Provisions</p> <p>Scavenging and Cleansing</p> <p>366 – Refuse, etc to be the property of the corporation.</p> <p>367 – Provision and appointment of receptacles, depots and places for refuse.</p> <p>368 – Duty of Owner and occupiers to collect and deposit dust, etc.</p> <p>369 – Provision may be made by mcgm for collection, etc, of excrementitiously and polluted matter.</p> <p>370 – Collection and removal of excrementitiously and polluted matter when to be provided for by occupiers.</p> <p>371 – Halalkhors duties in certain cases may not be discharged by private individuals without the Commissioner permission.</p> <p>372 – Prohibition of failure to remove refuse, etc, when bound to do so.</p> <p>373 – Presumption as to offender under clauses (e) of section</p> <p>385 – Removal of care cases of dead animals.</p> <p>386 – Place for public bathing, etc to be fixed by the Commissioner.</p> <p>387 – Regulation of use of public bathing places etc.</p> <p>388 – Prohibition of bathing, etc, contrary to order or regulation.</p>
15	Details of services provided (In brief)	. SWM- Sweeping / Clearing Removal of Debris / Silt
16	Physical assets (Statement of lands & Buildings and other Assets)	List of Chowkies and Address (please refer to page no. 7)
17	Organization"s structural Chart	Please refer to page no. 8.
18	Weekly Holidays	Sunday , Public Holidays & rotational holidays

Details of Departmental Chowky in SWM R/N Ward Section

Sr. No.	Name of Department	Name of Chowky	Address of Chowky	Contact No.
1	SWM	Motor Loader Chowky	Babhalipada, Below R.O.B. Aanand Nagar, Dahisar (E)	02228968558 9930735858
2	SWM	Nadi Kinara Chowky	Dahisar Bridge, Y.R.Tawade Road, Near Police Chowky, Dahisar (W)	9820252377
3	SWM	Beduk Bawdi Chowky	Mhatre wadi, Godavari Mhatre Road, Dahisar (W)	9768957099
4	SWM	Tawade Road Chowky	Y.R. Tawade Road, Near Maint. Chowky, Bharucha Market, Dahisar (E)	9833493554

BRIHANMUMBAI MAHANAGARPALIKA
SOLID WASTE MANAGEMENT,R/North Ward



Department – Solid Waste Management (SWM) R/N Ward

Pay Sheet No.	Designation	Total Post		Occupied Post		Vacant Post	
		Schedule Post	Non Schedule Post	Schedule Post	Non Schedule Post	Schedule Post	Non Schedule Post
1	ASST.ENGINEER	1	0	1	0	0	0
2	SUB ENGINEER	1	0	1	0	0	0
3	A.H.S.	1	0	1	0	0	0
4	SUP. I GRADE	1	0	1	0	0	0
5	HEAD CLERK	1	0	1	0	0	0
6	Administrative Officer	1	0	1	0	0	0
7	CLERK	3	0	3	0	0	0
8	JR.OVERSEER	8	9	8	6	0	3
9	PEON	1	0	1	0	0	0
10	NUISANCE Detector	1	0	0	0	1	0
11	LABOUR (L.R.)	46	0	42	0	4	0
15	MUKADAM	35	0	26	0	9	0
13	SCAVENGER	77	0	77	0	0	0
14	MOTOR LOADER	58	0	58	0	0	0
15	HALALKHOR	26	0	26	0	0	0
16	DESILTING LAB.	2	0	2	0	0	0
17	SWEEPER	2	0	2	0	0	0
18	DRAIN CLEANER	27	0	27	0	0	0
19	SCAVENGER CUM HALALKHOR	4	0	4	0	0	0
20	SWEEPER CUM HALALKHOR	2	0	2	0	0	0

SECTION 4 (1) (b) (ii)

The powers and duties of officers and employees in the office of Assistant Engineer (SWM) R/N Wad

Financial Powers

A

Sr. No.	Designation	Powers-Financial	Under which legislation / rules / orders / GRs	Remarks
1	Assistant Engineer (SWM)	Rs.3000/-	As per the circular no: CA/FRD/I/48, dated : 31/01/2013	For per job
		Rs. 3 Lacs	Circular Reference	To approve Estimate
2	Sub Engineer (SWM)	Nil		
3	Asst.head supervisor	Nil		
4	Supervisor	Nil		

B

Sr. No.	Designation	Powers Administrative	Under which legislation / rules / orders / GRs	Remarks
1	Assistant Engineer (SWM)			Refer to pg. No.17
2	Sub Engineer			
3	Asst.Head supervisor			
4	Supervisor			

C

Sr. No.	Designation	Powers - Magisterial	Under which legislation / rules / orders / GRs	Remarks
1	Assistant Engineer (SWM)	Nil		
2	Sub Engineer	Nil		
3	Asst.Head supervisor	Nil		
4	Supervisor	Nil		

D

Sr. No.	Designation	Powers- Quasi Judicial	Under which legislation / rules / orders / GRs	Remarks
1	Assistant Engineer (SWM)	Appointed as Public Information Officer under RTI Act,2005	Circular No. MOM/8957 dtd: 02.01.2006	
2	Sub Engineer	Nil		
3	Asst.Head Supervisor	Nil		
4	Supervisor	Nil		

E

Sr. No.	Designation	Powers - Judicial	Under which legislation / rules / orders / GRs	Remarks
1	Assistant Engineer (SWM)	Nil		
2	Sub Engineer	Nil		
3	Asst.Head Supervisor	Nil		
4	Supervisor	Nil		

Section 4 (1) (b) (ii)

The power of officers and employees in the office of Assistant Engineer (SWM)

Administrative Powers

ASST.ENGINEER (SWM) R/N

Ward

Asstt.Engineer (SWM) of the ward is responsible to Asstt.Commissioner of the Ward and Zonal Dy.Municipal Commissioner for day-to-day work of the department in respect of Administrative and policy work. He is also responsible to Executive Engineer (SWM) in respect of technical matters.

Asstt.Engineer (SWM) of the ward is assisted by Sub-Engineers (SWM), A.H.S, Supervisor, A.O. and these are assisted by respective J.O, Mukadam, Head Clerk, Clerk of the department, to execute daily work.

Asstt.Engineer (SWM) of the Ward executes following duties/works from his staff working under his control:-

1. Day to day operations and maintenance works of SWM Section along with Improvement schemes introduced time to time.
2. Enforcements of various section related to SWM system and as per various sections i.e. 61 (a) 227, 228,229,257,258,260,368,372 of M.M.C.Act.
3. Remedial work related to sewerage network and repairs, improvement of SWM section in respective Ward.
4. A.E.(S.W.M.) in ward shall approve estimate upto Rs.3 lacs and execute the work of SWM related on sanction of Competent Authority. For the work beyond 3 lacs, the proposal will be scrutinized by E.E. (SWM.) for S.W.M. works in respective wards.
6. Co-ordination with various department viz. Ch.E.(SWM)
9. A.E. (SWM) shall scrutinize the proposal in respect of P.S.C. blocks on Pay & Use basis and maintained by the N.G.O. The periodical inspection enforcement of action against the N.G.O. found not maintaining the P.S.C. blocks in proper manner.

DELEGATION OF POWERS TO ASSISTANT ENGINEER

Sections	Nature of Powers, Duties and Functions delegated
84 & 85(1)	(e) Grant Casual Leave to the inferior staff working under him upto the limit allowed by any rules for the time being in force. (f) Grant leave without pay admissible under the Rules to the Labour staff. To appoint when necessary, persons to act in place of employees who are absent on leave.
112	To receive money in respect of any matter pertaining to the City Engineer's Department.
113(3)	(a) To incur expenditure on office contingencies (except furniture) upto Rs.25/- per item. (b) To make cash purchase and payment of bills out of imprest upto Rs.3000/- and payment of telephone call bills for any amount.
368	To require owners to provide receptacles of a size for collection of dust, ashes, refuse, rubbish and trade refuse, etc.
374	To inspect building or premises for the purpose of ascertain sanitary conditions thereof.
375-A	To require the owners to remove buildings, materials or debris, etc. accumulated due to house collapse etc.
488	To enter into or upon buildings or and with or without Assistant or workment (1) for the purpose of exercising performing or discharging, the powers, duties or functions hereinabove delegated with reference to the sections above specified. The delegation of powers of entry under Section 488 is to be subject in each case to strict observance of and compliance with the provisions and conditions prescribed by Clauses (a), (b), (c) and (d) so far as applicable.
461 (E.E) under Upvidhi 2006	As per Act Mumbai Upvidhi – 2006 Cleanliness of passage, premises, garbage collection, segregation Upvidhi No :- 4.1 to 4.6, 5.1 to 5.10 & 7.7 to 7.10

Under the power vested in me under Section 152 of the MRTP 1966

DELEGATION OF POWERS TO ASSISTANT ENGINEER (SWM) R/N Ward

SECTION	BRIEF DESCRIPTION OF THE POWERS AND FUNCTIONS TO BE EXERCISED AND PERFORMED
135	To enter with or without assistant into/or/upon any land or Bldg. for the purpose enumerated to Section 135(1)(a) to (c) of this Act.

The duty list of the Asstt.Engineer (SWM) R/N Ward working in Wards

1. The Asstt. Engineer (SWM) will report to Asstt. Commissioner respective Ward.
2. Day to day operations and maintenance works of SWM Section along with improvement schemes introduced time to time.
3. In respect of city wards on Zone-I & II and A.E. (SWM) shall be responsible for periodical cleaning of SWD lines and other appurtenances of SWD networks, inspection and identification of defects in the S.W.D. networks effecting is smooth functioning including street connection lateral & other related work in city area.
6. Work related to repairs, improvement of SWM section in respective Ward.
7. A.E. (SWM) in ward shall approve estimate upto Rs.3 lacs and execute the work of SWM related on sanction of Competent Authority. For the work beyond 3 lacs, the proposal will be scrutinized by E.E. (SWM) for S.W.M. works in respective wards.
9. Co-ordination with various department viz. Ch.E.(SWM)
10. A.E.(SWM) shall scrutinized the proposal in respect of P.S.C. blocks on Pay & Use basis and maintained by the N.G.O. The periodical inspection enforcement of action against the N.G.O. found not maintaining the P.S.C. blocks in proper manner.

Duties of Sub-Engineer (SWM) in R/N Wards

1. Assist A.E. (SWM) to Plan and Supervise the day-to-day operations related to solid waste management in close coordination with the AHS
 - a. Optimizing route-plans (routes, timing and frequency of collection vehicles) to improve effectiveness of collection and ensure elimination of open dumps and overflowing bins, in coordination with E.E. (Transport)
 - b. Up-gradation, beautifloation and maintenance of refuse collection spots and open dumps. c. Coordination with dattak-vasti yojanas in slums.
 - d. Minimize un-authorized debris dumping in coordination with A.E. (B&F) and A.E. (Maintenance) and collection of un-authorized debris dumps.
 - e. Regulate allotment maintenance and operations of "Pay-And-Use" public sanitary conveniences, slum sanitation public sanitary conveniences and municipal toilet blocks.
2. Planning, controlling executing & monitoring outsourcing of assigned Solid Waste Management works and activities with the help of Engineers and staff down the line.
3. Plan and Implementation of increased door-to-door collection and other targets under MSW 2000 rules and section 368 and 372 of the Mumbai Municipal Act.
4. Evaluate the performance of municipal labour, junior overseers and supervisors.
5. Evaluate the performance of Private contractors in various SWM related activities.
6. Coordinate with municipal officers (OSD-ALMs, CBOs) Corporator and public representatives, citizen groups, ALMs and NGOs to spread public awareness on following points.
 - a. Waste-minimization and „segregation“ of refuse, House-to-House collection.
 - b. Bell based collection system in slum pockets.
 - c. Appropriate disposal of construction and demolition debris.
7. Lead the Nuisance Detectors for enforcement of MSW 2000 rules, section 368 and 372 of the Mumbai Municipal Act and other environment related by laws.
8. Assist the SWM department contracting & procurement team for following:
 - a. Requirement of tools and implements for municipal labour.
 - b. Requirement of refuse bins and litter bins.
 - c. Waste collection demand at various spots for refuse collection contracts.
 - d. New public sanitary conveniences.
9. Any such duties assigned by higher authorities from time to time.

Duties of AHS R/N (Ward)

1. He will be responsible for complete removal of garbage from the ward & will supervise cleaning operation.
 - a. Inspection of work & muster of labours.
 - b. To visit the muster chowky at presently time & ensure that work is started well in time.
 - c. To check labour staff in field & instruct them / guide them regarding work.
2. To inform higher authority regarding matters this can pose obstacles in cleaning / removal of garbage.
3. To help Assistant Commissioner of ward & zonal Dy. H.S. regarding removal of garbage.
4. To ensure Garbage / Debris / Sewage etc are filled in vehicles properly to their capacity.
5. To attend councilors meeting of the ward. To remain present during visit of Dy. Municipal Commissioner to attend arranged by D.M.C. & Asst. Commissioner regarding policy matters. To attend meeting of Head supervisor & zonal Dy. Head Supervisor.
6. To attend special meetings arranged in ward in presence of major standing Committee Chairman public Health Committee Chairman, Chairman of works Committee.
7. To remain present for the meetings arranged by any Municipal Commissioner or local / governing body regarding drives to be undertaken under clean Mumbai Campaign, express ways or development of existing roads.
8. To submit proposal & to take follow up regarding new garbage sheds, garbage bins, mustering chowky, stores Hand carts & store items.
9. To submit proposal for addition grant especially for lifting garbage / debris & store items. To keep watch on expenses done from budget head.
10. To instruct & guide ward A.H.S. in their day to day work.
11. To act as a middle man for Assistant Commissioner & Zonal Dy. H.S. & Dy. Zonal Engineer (SWM).
12. To execute work assigned by higher authority.
13. To inspect & scrutinize carefully field diaries of Junior Overseers periodically & to ensure that they are preserved properly
14. To ensure proper cleaning of beat in his ward, surprise checks & to ensure labours are performing their duty in time, in proper manner & are doing their duty full time. He should ensure at least he is visiting once a fortnight to all beats
15. To redress the grievances of labours once a week
16. To arrange for vehicles to transfer garbage collection in ward dumping ground & to arrange for requisition of labours for the same.

Duties of Motor Loading Junior Overseers in R/N Ward

1. To ensure muster of labour working under him & to counter sign it.
2. To be in touch with beat Junior Overseers & Superior field workers & to confirm with them regarding garbage accumulation in the areas & to arrange for disposal of garbage.
3. To keep of labours utilized & submit the report.
4. To keep record of vehicle utilized & submit the report.
5. To check the bills & to certify the bills of contractors.
6. To provide equipments & uniform to labours & ensure that they use it.
7. To ensure labours & vehicle are fully utilized.
8. To inspect periodically garbage collection points & to co-ordinate with A.H.S for making programme for disposal of garbage.
9. To check log sheets & initiate against defaulters.
10. Depending on the need of day to day to make arrangement for vehicles & to check timings of to & from.
11. If more vehicles are used then to provide additional labours.
12. To maintain & check vehicle trip register & if less trips are made then to submit the report to higher authority.
13. To monitor vehicles used for disposal of garbage closely & ensure that the vehicles are filled to carrying capacity & the garbage is covered.
14. Health, cleansing programme & during emergency of contagious diseases to help concerned Junior Overseers to curtail the disease incidence.
15. To supervise work of motor loader & Mukadam.
16. To carry our clerical work such as to certify noting book, day to day garbage situation & communicate it to higher authority.

Duties of Nuisance Detector
(SWM) R/N Ward

1. After appointment as nuisance detector in sub division of ward he should understand all noon & corner of his area of Jurisdiction.
2. After his muster is over he should take round in field in systematic manner in his area should pay attention at spots where public nuisance is observed.
3. He should maintain his field book & it should have details of all accused whom he has caught based on that he should submit monthly report to AHS of the ward.
4. We should uniform provided to him.
5. He should behave in courtesy with citizens & should carry police authority & authority issued by Municipal Commissioners.³
6. He should inform AHS & nearest police station if apposed by citizens in discharging his duties.
7. It is expected from him that under police section (sub section 115) he will register maximum cases will try to achieve average target set.
8. To avoid complaints from zonal police officials every nuisance detector will visit local police station of his area & will check whether his any warrant is pending that needs execution.
9. He should be in touch with local police station & must appear in person in court as & when called by Hon^o Magistrate.
10. He should discover maximum cases under section 372 (E) of MMC act 1888.
11. He should work as per instruction given to him by his seniors with respect to his duties, work place & time required to prepare cases.
12. Designated work assigned to him by supervisors, he should complete & execute it in time.

Duties of Safai Mukadam
(SWM) R/N Ward

1. To get acquainted with his duties & area of work he should meet concerned JO & AHS. JO should show him boundaries of his area of work.
2. He should call muster of labours working under him in presence of JO & those absent should be marked by ink according to given time.
3. He should ensure that labours that are working under him starts work well in time & will work till working hours are over.
4. He will be responsible for full time presence of his labours working under him & work assigned.
5. He should move in the fields as per programme given & must be in a position to tell which labour is working where & supervise their work.
6. He should inform AHS daily about any irregularity, indiscipline, negligence of staff working under him.
7. He will pay attention to make sure that sweeping of public roads, house gali"s are done in the morning & at noon & the garbage collected is brought to garbage disposal point.
8. He responsible for disinfrctioning & maintain cleanliness at dirty places on public roads & cleanliness at dust bins.
9. He should pay attention that his staff & he himself wears uniform while on duty.
10. He should remain at table / window of salary disbursement & will enable paymaster to recognize the labours.
11. He should take immediate steps for medical assistance to his staff injured while performing his duties & uniform AHS accordingly.
12. He will pay attention to make sure that his staff his equipped with all equipments require to discharge their assigned duties & are using them in proper manner.
13. He will appoint substitute labours in place of other labour who have taken causal leave.
14. Incase of long leave / absence after using all available labours her will appoint other labours (Khadda Badli) for work.

Duties of Moto Loader
(SWM) R/N Ward

1. He will take Mukadam instruction for JO (Motor Loading) regarding his duties route to be taken & places points are to be visited for disposal of garbage.
2. He will take labours on duty by taking musters & after grace period is over he will mark them absent in ink and report the same to JO regarding unauthorized absent & will demand Khadda Badli labours & will ensure sufficient labours as per sanction are available to work.
3. He will pay attention that work of filling garbage in lorry start immediately & motor loaders are working full time.
4. Before lorry leaves for unloading garbage are dumping he will ensure that garbage in lorry is properly covered.
5. He will be responsible for filling lorry with garbage properly & labours do not take unwarranted time for doing so.
6. He will be responsible for filing log sheets of lorry properly & will handover it driver of vehicle.
7. He will make sure that after filling garbage from every collection points the surrounding of garbage bins is cleared of garbage & no dustbin is left unattended for whom he is responsible.
8. He will report in writing to JO regarding if driver is taking longtime to make trips of lorries or if drivers & sub ordinate staff misbehaves any lacunas in covering garbage in lorry if less trips of lorry is made the reasons behind it.
9. He will pay attention that he himself & his staff wears uniform on duty,
10. He will pay attention to the fact that his staff is fully equipped with equipments & are utilized them completely to discharge their duties.
11. He will make sure that lorry is filled in proper manner with garbage & will note on log sheet any irregularity notice in filling lorry, absence of motor loader while on duty negligence in segregating garbage by motor loader & subordinate staff.
12. He will be present at salary disbursement table on designated day to identify the labours.
13. He will bring to notice of JO regarding conditions of dustbins, missing doors, broken sheets of roof at garbage collection points.
14. He will accompany vehicle (lorry) when it is going for unloading garbage & will make sure vehicle arrival time without wasting any time lapse & is filled properly by garbage.

Section 4 (1) (b) (iii)

The Procedure followed in the decision- making process, including channels of supervision and accountability in the office of Assistant Engineer (SWM) R/N Ward

NAME OF ACTIVITY - Sweeping of roads & Removal of refuse
 Name of the Acts/Acts - MMC Act 1888
 Related Provisions - Under section 365 (a) of MMC Act. Rules
 -
 Govt. Resolutions -
 Circulars - DMC / ENV SWM / 4345 / Dt. 16.03.2006
 Office Orders -

Sr. No.	Activity	Steps involved	Time limit	Authority role and responsibility of the employee/officer in connection with each activity. (mention designation)	Remark
1	Sweeping of roads & Removal of refuse.	1.Sweeping of the roads & Footpath 2.Collection & Transportation of refuse collects to nearest refuse collection point 3.Refuse vehicle (Compactor) respond to ML Chowky 4. Compactor collects the garbage from refuse collection point as per the schedule 5. Compactor collects the garbage from House to House (i.e. Building to building as per the Schedule.	Within 24 Hours	Designation : Junior overseer / Supervisor	

NAME OF ACTIVITY - Removal of Silt & Debris
 Name of the Acts - MMC Act 1888
 Related Provisions - Under section 375 (A) of MMC Act
 Govt. Resolutions -
 Circulars - DMC / ENV SWM / 4345 / Dt. 16.03.2006
 Office Orders -

Sr. No.	Activity	Steps involved	Time limit	Authority role and responsibility of the employee/officer in connection with each activity. (mention designation)	Remark
1	Removal of Silt & Debris	1. Sectional Junior overseer reports the spot of silt & debris (Backlog Register) 2. Dumper reports to ML Chowky as per the Programme given by ML Junior overseer, silt & debris are collected sent to Mulund Dumping for un-loading 3. Nuisance Detector a) Received the complete from citizen b) Verified by N.D. c) Ask the party to rectify the N.D. d) If refuse, Pending by N.D.	Within 24 Hours	Designation : Junior overseer / Supervisor	

Section 4 (1) (b) (iv)

Norms set for discharge of its functions in the office of Assistant Engineer (SWM) R/N Ward

Organizational targets (Annual) = Nil

Sr. No.	Designation	Activity	Financial Targets in Rs.	Time Limit	Remarks
1.	AE (SWM)	As mentioned in section 4 (1) b (ii)	There are no financial targets set for this department. As mentioned earlier the work is carried out on day to day basis.	Time limit for each activity is as mentioned in section 4 (1) (b) (iii)	
2.	A.H.S. & Supervisor	As mentioned in section 4 (1) b (ii)	There are no financial targets set for this department. As mentioned earlier the work is carried out on day to day basis	Time limit for each activity is as mentioned in section 4 (1) (b) (iii)	

Section 4 (1) (b) (v)

The rules, regulation, instruction, manuals and records, held by it or under its control or used by the employees for discharging department functions

Sr. No.	Subject	G.R. /Circular / Office order. Rule no. Notification etc. date.	Remarks if any
1	Office order	DMC/Env. S.W.M./4345/ dt.16.03.2006	
	Rules	As per MMC Act 365 – 481	
	Regulations	Implementation of all Rules related to SWM Section	
	Instructions	NIL	
	Manuals	Please refer Manual No. 17	
	Records	Outward & Inward Book and Log Sheet	

Section 4 (1) (b) (vi)

Statement of categories of documents that are held and under the control of the office of Asstt. Engineer (SWM)

Sr. No.	Subject	Type of Document file or register	File No. or Register No.	Particulars	Periodicity of Preservation
		A			Permanent
		B			30Years
		C2			15Years
		C1			10Years
		C			5Years
		D			1Year

Details of Documents that are held under the control of the office of Assistant Engineer SWM R/N Ward is as Follows

A		
01	P.T Case Register	03
02	Authority – exe staff	11+13= 24, 02 File
03	Esttablishment (shedule)	Year 2010 - 2013
04	Pension Claim	128
05	Persenal File	347
06	Pension & N.C.P.F Register	04
07	DC-1	Reject PPS file 2008
08	Service Record	347
09	Service Record Register	04

B		
1	Transfer, Deemed Parmanansi Appointment Order From 2009	6 File
2	पगार पत्रक (GPS) मूळ	
i	5848Year2000 toAug 2015 =	180
ii	5849 Year 2002 to Aug 2015=	176
iii	5850 Year 2002 to Aug 2015=	176
iv	5851 Year 2002 to Aug 2015=	176
v	5852 Year 2007 to Aug 2015=	108
vi	5858 Year 2002 to Aug 2015=	176
	Total Paysheet	812
3	N.C.P.F Claim	143
4	Insurnc Policy	Year 2007 upto March 2016 - 25
5	Auditnote Register	04
6	Form 16 lab staff (second copy)	Year 2012-13 , 2013-14

C		
1	Postage Register	Year 2011 upto March 2016
2	Imprest Voucher General Water & Light Bill.	Year 2013 upto March 2016
3	Pay Fixation	
a	REGULER	309
b	KALBADHA PADONATI	106
	TOTAL	415
4	Income Tax Return	Year 2012 upto March 2015
5	Attendanc Register	From Year 2000 upto Dec 2015 = 60
6	Spot Muster	29
7	N.C.P.F Advance Amt Passed Pps.From C.A	Year 2014 upto Dec 2015 = 1 File
8	ND & Marshal Book Used (Audit)	Year 2012 – upto March 2016
9	Remittance Book ND	Year 2009 To 2015
10	Remittance Book Clean Up	Year 2010 To 2015
11	Remittance of grade Book register	Year 2000, 2005, 2008, 2011
12	ND & Marshal Recipt Book Register	03 (Year 2007 – 2015)
13	(Stock Register) Fine Register	04
14	Kalbaddha Padonnati Sanction File	07
15	Strike 2011 (Bonnus 2010-2011) All PPS.	01
16	Changing Name Of Emp Files	05
17	Arrears Statement	2005 to 2014
18	Sanstha's Monthly Payment Bill	
a	SMPA	360
b	RSY	84
c	M.L.(N.G.O)	96
d	REFUSE	12
e	Debris	12
f	SILT	12
g	DRY WASTE	12
19	Praposals	
a	Appointment of SMPA Sansthas Praposal	
b	Appointment of RSY N.G.O Sansthas Praposal	
c	Appointment of M.L.(N.G.O) Lauber Praposal	
d	Procriement of 120/240 ltr.Bins from Councilor fund of R-N Ward	
e	D.L.to M.S of M.L (N.G.O) Lab	

D		
01	In Ward Out Ward Register	In Ward Register (15-16) = 04 Out Ward Register (15-16) = 06
02	Circular File	Year 2015 to 2016 = 01file
03	OC File	Year 2015 to 2016 = 01file
04	Worksheet Book	02
05	Departmental Enquiry (OC)	Year 2011 upto March 2016

Section 4 (1) (b) (vii)

Particulars of any arrangement that exists for consultation with the members of public in relation to the formulation of policy and implementation in the office Assistant Engineer (SWM) R/N Ward

Sr. No.	Consultation for	Details of Mechanism	Under which legislation / rules / orders / GRs	Periodicity
1	Policy Details	Ward Committee	Nil	Once in a Month

Section 4 (1) (b) (viii)

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 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.

Sr. No.	Name of the committee board / council / other bodies	Composition of committee Board council other bodies	Purpose of the committee Board/ Council/ other bodies	Frequency of meetings	Whether meeting open to public or not	Whether Minutes are available to public or not	Minutes available at.
1	Advance Locality Management (ALMI)	Nil	Nil	Nil	Nil	Nil	Nil
2	Local Area Citizens Committee (LACC)	Nil	TO SOLVE PUBLIC GRIEVANCES	2 PER MONTH	NO T	Nil	Nil
3	Local Area Citizens Group (LACG)	Nil	Nil	Nil	Nil	Nil	Nil

Section 4 (1) (b) (ix)

Directory of the officers and employees

Sr. No.	Designation	Name of the Officers/ Employees	Cadre	Contact Details ph/ fax/mail
1	Assistant Engineer	BAWALEKAR SATYAWAN S	B	9004445227
2	Sub Engineer	ROHIT KANAIYALAL NANUBHAI	B	9819121797
3	Asst.head supervisor	KAMBLE MADHUKAR LAXMAN	B	8879250525
4	Supervisor	SAWANT RAVINRANATH S	B	9323120549
5	Administrative officer	VAIDYA SUPRIYA KIRAN	B	9987383880
7.	Head Clerk	LOTLIKAR MILIND MADHUSUDAN	C	9869669867

Section 4 (1) (b) (x)

The monthly remuneration received by each of its officers and employees including the system of compensation as provided in its regulations.

Sr. No	Name	Designation	GRD	E.C	Basic Pay + GRP	DA	HRA	Special Allowance, Transport Allowance, Project Allowance	Total
1	BAWALEKAR SATYAWAN S	A.E.	B	3454262	19710+5400	28374	--	1600+780	55864
2	VAIDYA SUPRIYA KIRAN	A.O	B	3408388	22310+4600	30408	8073	1200	66591
3	ROHIT KANAIYALAL NANUBHAI	S.E.	B	3896790	17520+4600	24996	6636	463+1200	55415
4	KAMBLE MADHUKAR LAXMAN	AHS	B	3159976	17990+4300	25188	6687	600+344	55109
5	SAWANT RAVINRANATH S	SUP.I.GRD	B	3369106	17950+4200	25030	6645	600+463	54888
6	LOTLIKAR MILIND MADHUSUDAN	HEAD CLERK	C	3590465	17130+4200	26663	6339	600	54932
7	DHODI HARSHALA ISHWAR	CLERK	C	4192686	8440+2000	13050	3132	600	27222
8	CHANNE AKSHAY KUMAR	CLERK	C	4451576	6460+2000	9560	2538	600	21158
9	WAGHMARE SUDARSHANA S	CLERK	C	4283951	7830+2000	11108	2949	600	24487
10	PATIL YASHAWANT NAMDEV	Jr.Overseer	C	1443372	12840+2000	16769	4452	463+600+752	37876
11	PAWAR RAJENDRAKUMAR M	Jr.Overseer	C	1449347	12400+2000	16272	4320	463+600	36055
12	JADHAV SIDDHARTH ANTU	Jr.Overseer	C	3636682	14100+4200 (TP)	20679	5490	463+600	45532

13	TONAPE SUNIL NARAYAN	Jr.Overseer	C	3696598	14740+2000	18916	5022	463+600	41741
14	GURKHE RAMCHDNRA DHAKU	Jr.Overseer	C	3723094	13340+2000	17334	4602	463+600	38339
15	BORSE PUNDLIK CHABBU	Jr.Overseer	C	3745461	14630+4200 (TP)	21278	5649	463+600	46820
16	vacant	Jr.Overseer	C	-	-	-	-	-	-
17	DESAI RAVINDRANATH S	Jr.Overseer	C	3829732	11370+2000	15108	4011	463+600	33552
18	DHAMANKAR RUTUJA VINAYAK	Jr.Overseer	C	3879809	13040+2000	16995	4512	463+600	37610
19	KADAM SANJAY TULSHIRAM	Jr.Overseer	C	3947555	10150+2000	13730	(AAP) 267	463	26610
20	TAMBE VILAS RAMCHANDRA	Jr.Overseer	C	3977075	10380+2000	13989	3714	463+600	31146
21	PARMAR REENA ANTHONY	Jr.Overseer	C	3977075	7790+2000	11063	2937	463+600	24853
22	PATIL GAURAV RANGANATH	Jr.Overseer	C	4127008	10930+2000	14611	3879	463+600	32483
23	SAWANT YOGESH RAMAKANT	Jr.Overseer	C	4129189	10340+2000	13944	3702	463+600	31049
24	MORE SUPRIYA BABLYA	Jr.Overseer	C	4189215	7110+2000	10294	2733	600	22737
25	vacant	Jr.Overseer	C	-	-	-	-	-	-
26	vacant	Jr.Overseer	C	-	-	-	-	-	-
27	TRIPATHI ASHOKKUMAR G	Peon	D	3391154	11970+1850	15617	4146	600+115	34298
28	vacant	N.D	D	-	-	-	-	-	-

SR NO	NAME	DESIGNATION	GRD	EC	Basic Pay + GRP	DA	HRA	Allowance	GRAND Total
1	KANDARA BHUPATLAL BHILOJI	HALALKHORE	D	3504064	11880+1850(TP)	16339	4119	1015	35203
2	PARMAR LALJIBHAI GALABHAI	HALALKHORE	D	3631704	11750+1850(TP)	16184	4080	1015	34879
3	CHAWDA RAMJI MAVJIBHAI	HALALKHORE	D	4353458	4990+1300	7485	1887	1015	16677
4	RATHOD DEEPAKBHAI M	HALALKHORE	D	4355962	5860+1800	9115	2298	1015	20088
5	BABRIA DEUBEN MANGA	HALALKHORE	D	3951202	9800+1800	13804	3480	1015	29899
6	MAKWANA PREMILA KANUBHAI	HALALKHORE	D	3951350	9900+1800	13923	3510	1015	30148
7	KOLI ANIL MULJI	HALALKHORE	D	3973648	9900+1800	13923	3510	1015	30148
8	DULGAJ KAMLESH OMPRAKASH	HALALKHORE	D	4004637	7650+1800	11246	2835	1015	24546
9	RAMANAND KAUSHIK VINOD	HALALKHORE	D	4063841	7100+1800	10591	2670	1015	23176
10	NAIDA HANSABEN RAMESH	HALALKHORE	D	4216302	6580+1800	9972	2514	1015	21881
11	RIDLAN MANJIT DARSHAN	HALALKHORE	D	4232838	6580+1800	9972	0	1015	19367
12	SOLANKI NITIN HARISHBHAI	HALALKHORE	D	4251848	6580+1800	9972	2514	1015	21881
13	SOLANKI RAMESHBHAI D	HALALKHORE	D	4251855	6580+1800	9972	2514	1015	21881
14	BORICHA PRAKASH RANABHAI	HALALKHORE	D	4281014	6330+1800	9675	2439	1015	21259
15	WAGHELA KAUSHIK NATVAR	HALALKHORE	D	4285513	6330+1800	9675	2439	1015	21259
16	RANVA SUNIL HIRJI	HALALKHORE	D	4296786	6090+1800	9389	0	1015	18294

17	SOLANKI DEEPAK ARJUN	HALALKHORE	D	4309734	5180+1300	7711	1944	1015	17150
18	MARU DINESH SHIVRAM	HALALKHORE	D	4329673	5180+1300	7711	1944	1015	17150
19	GOHIL MAHESHKUMAR A	HALALKHORE	D	4339333	4990+1300	7485	1887	1015	16677
20	SOLANKI SHOBHA NAGIN	HALALKHORE	D	4205476	6840+1800	10282	2592	1015	22529
21	ZAPDIYA PAPPU DHANJIBHAI	HALALKHORE	D	4342687	4900+1300	7485	1887	1015	16677
22	JETHVA RAJESH MEGHJI	DESILTING LABR.	D	4063975	7100+1800	10591	2670	905	23066
23	CHAVADA MANJU KHIMJI	DESILTING LABR.	D	4281038	6330+1800	9675	2439	905	21149

SR NO	NAME	DESIGNATION	GRD	EC	Basic Pay + GRP	DA	HRA	Allowance	GRAND Total
1	SOLANKI BHARAT BADHABHAI	SWEeper	D	4278605	6330+1800	9675	2439	905	21149
2	SHETTY VENKATESH GOPAL	SWEeper	D	4317739	5180+1300	7711	1944	905	17040
3	KAMBALE PRAKASH TUKARAM	DRAIN CLEANER	D	4063937	7100+1800	10591	2670	1015	23176
4	KAGDA MUKESH JILESINGH	DRAIN CLEANER	D	4063968	7100+1800	10591	2670	1015	23176
5	YADAV PANDURANG KRISHNA	SCAVENGER	D	3293933	12350+1850 (TP)	16898	4260	905	36263
6	PARMAR RAMESH MOHAN	SCAVENGER	D	3294501	12350+1850 (TP)	16898	4260	905	36263
7	SOLANKI MAHESH AMARA	SCAVENGER	D	4345477	5630+1800	9115	2298	905	19978
8	SOSA MAHENDRA MAYABHAI	SCAVENGER	D	4353465	4990+1300	7485	1887	905	16567
9	JAIRAMBHAI DANABHAI	SCAVENGER	D	3506523	12020+1850(TP)	16505	4161	905	35441
10	JADHAV SIDHARTH GUNAJI	SCAVENGER	D	3506619	12020+1850(TP)	16505	4161	905	35441
11	SINGAL VINODCHANDRA P	SCAVENGER	D	3631742	11880+1850(TP)	16339	4119	905	35093
12	BOHAT SUNNY SHAMLAL	SCAVENGER	D	4370655	4990+1300	7485	1887	905	16567
13	SOLANKI KISHOR DAYA	SCAVENGER	D	3632107	11880+1850(TP)	16339	4119	905	35093
14	JADHAV ANIL PANDURANG	SCAVENGER	D	3632619	11880+1850(TP)	16339	4119	905	35093
15	BODKE SUMAN RAMU	SCAVENGER	D	4353441	4990+1300	7485	1887	905	16567
16	MAKWANA MANIBEN MAGAN	SCAVENGER	D	4370631	4990+1300	7485	1887	905	16567
17	KAGDA SANJAY GURUMAHER	SCAVENGER	D	4361628	4990+1300	7485	1887	905	16567
18	BARIA GANESH MAGAN	SCAVENGER	D	3830039	10910+1800	15125	0	905	32553
19	CHOUHAN VASANT MOHAN	SCAVENGER	D	3830077	10910+1850(TP)	15184	0	905	28849
20	DONGRE RANJIT ASHRUBA	SCAVENGER	D	4361604	4990+1300	7485	0	905	14680
21	GHATAL GIRDHAR PRATAPBHAI	SCAVENGER	D	4361611	4990+1300	7485	1887	905	1656
22	LAD HANSA	SCAVENGER	D	3830149	11350+1850(TP)	15708	3960	905	33773

	NARENDRA								
23	PARMAR RAMU KANJI	SCAVENGER	D	3948446	9900+1800	13923	3510	905	30038
24	KASBE SUMANBAI UTTAM	SCAVENGER	D	3951185	9900+1800	13923	3510	905	30038
25	TAMBE MANDAKINI MADHUKAR	SCAVENGER	D	3951192	9900+1800	13923	3510	905	30038
26	SAKAT GANGUBAI CHAGAN	SCAVENGER	D	3951226	9900+1800	13923	3510	905	30038
27	SOLANKI BHARAT MATHUR	SCAVENGER	D	3951257	9900+1800	13923	0	905	30038
28	MANE LATA KISAN	SCAVENGER	D	3951329	9900+1800	13923	3510	905	30038
29	SOLANKI CHAMPA LALITKUMAR	SCAVENGER	D	3951336	9900+1800	13923	3510	905	30038
30	KASARE LATA BHAGURAM	SCAVENGER	D	3951374	9900+1800	13923	3510	905	30038
31	SONWAL JAGDISH CHANDULAL	SCAVENGER	D	3951408	9900+1800	13923	3510	905	30038
32	SURYAVANSHI YASHWANT V	SCAVENGER	D	3951415	9900+1800	13923	3510	905	30038
33	PAWAR SACHIN TUKARAM	SCAVENGER	D	4366180	4800+1300	7259	1830	905	16094
34	MOHITE SUSHMA RAJARAM	SCAVENGER	D	3951446	9900+1800	13923	3510	905	30038
35	SOLANKI GOMA NARAYAN	SCAVENGER	D	3956489	9900+1800	13923	3510	905	30038
36	RATHOD MANU DHANAJI	SCAVENGER	D	3982802	9900+1800	13923	3510	905	30038
37	BHOT DARSHANA MAHAVIR	SCAVENGER	D	3988750	7650+1800	11246	2835	905	13668
38	SHIRKE KAVITA BHIKU	SCAVENGER	D	4004644	7370+1800	10912	0	905	20987
39	MOMIN ABDULKARIM T.	SCAVENGER	D	4063827	7100+1800	10591	2670	905	23066
40	KUBAL VAIBHAV VISHRAM	SCAVENGER	D	4063872	7100+1800	10591	2670	905	23066
41	JADHAV SUNIL RAMESH	SCAVENGER	D	4063906	7100+1800	10591	2670	905	23066
42	MAKADWALA SAYAMMA JOYTY	SCAVENGER	D	4063920	7100+1800	10591	2670	905	23066
43	JADHAV SUBHANGI BHIMRAV	SCAVENGER	D	4063944	7100+1800	10591	2670	905	23066
44	GAMARE RAJASHRI	SCAVENGER	D	4063999	7100+1800	10591	0	905	20396

	RAVINDRA								
45	LONDHE HANSABAI SHRAVAN	SCAVENGER	D	4064017	7100+1800	10591	2670	905	23066
46	TAMBE MEENA CHANDRABAL	SCAVENGER	D	4064048	7100+1800	10591	2670	905	23066
47	MEVASHI GANESH BABU	SCAVENGER	D	4064079	6580+1800	9972	0	905	19257
48	SHIRKE NEETA ANIL	SCAVENGER	D	4064093	7100+1800	10591	2670	905	23066
49	KAMBLE LATA BHARAT	SCAVENGER	D	4064110	7100+1800	10591	2670	905	23066
50	KAMBLE BHARATI B.	SCAVENGER	D	4064127	7100+1800	10591	2670	905	23066
51	JADHAV VAISHALI VITHAL	SCAVENGER	D	4064134	7100+1800	10591	2670	905	23066
52	SALVI MAYABAI DHARMAJI	SCAVENGER	D	4064158	7100+1800	10591	0	905	20396
53	KAGADA JAIBHAGWAN O.	SCAVENGER	D	4064189	7100+1800	10591	2670	905	23066
54	MARU PALU JAYASING	SCAVENGER	D	4064196	7100+1800	10591	2670	905	23066
55	TAMBE CHANDRAKANT SONU	SCAVENGER	D	4148962	6840+1800	10282	2592	905	22419
56	JADHAV ASHOK MITHA	SCAVENGER	D	4151010	6840+1800	10282	0	905	19827
57	TAMBE KALPANA BHIKU	SCAVENGER	D	4182342	6840+1800	10282	0	905	19827
58	JADHAV SACHIN SURESH	SCAVENGER	D	4194578	6840+1800	10282	2592	905	22419
59	ZALA PRAVIN TULSI	SCAVENGER	D	4194585	6840+1800	10282	2592	905	22419
60	RATHOD RAMESH KANJI	SCAVENGER	D	4205483	6840+1800	10282	2592	905	22419
61	HATANGLE SUNIL SURESH	SCAVENGER	D	4205500	6840+1800	10282	2592	905	22419
62	TAMBE TRUPTI SHRIKANT	SCAVENGER	D	4213251	6580+1800	9972	2514	905	21771
63	CHANAL MANU RAJU	SCAVENGER	D	4232852	6580+1800	9972	0	905	19257
64	TAMBE SHRIKANT SHRIPAT	SCAVENGER	D	4232883	6580+1800	9972	2514	905	21771
65	CHAVHAN JYOTIRAM T	SCAVENGER	D	4254762	6330+1800	9675	2439	905	21149
66	PADAYA LEELA MAHENDRA	SCAVENGER	D	4259877	6330+1800	9675	2439	905	21149

67	KAMBLE SANDIP ANANT	SCAVENGER	D	4268725	6330+1800	9675	2439	905	21149
68	SAKAT MAYUR SURESH	SCAVENGER	D	4278588	6330+1800	9675	2439	905	21149
69	KHALSE SEETA SANJAY	SCAVENGER	D	4281007	6330+1800	9675	2439	905	21149
70	DHARNIYA CHAMPA SURESH	SCAVENGER	D	4281045	6330+1800	9675	2439	905	21149
71	JADHAV SUNITA ASHOK	SCAVENGER	D	4281052	6330+1800	9675	2439	905	21149
72	CHIPLUNKAR PRITI PRAMOD	SCAVENGER	D	4285520	6330+1800	9675	2439	905	21149
73	HIRE DAYANAND SHANKAR	SCAVENGER	D	4290711	6090+1800	9389	0	905	18184
74	DHOTRE SAYANNA YALLAPPA	SCAVENGER	D	4298939	6090+1800	9389	0	905	18184
75	JADHAV PRAVIN TUSHINDRA	SCAVENGER	D	4302122	6090+1800	9389	2367	905	20551
76	MAHIDA JAGDISH KANTILAL	SCAVENGER	D	4306432	6090+1800	9389	2367	905	20551
77	PAWAR SHYAM GAUTAM	SCAVENGER	D	4317708	5180+1300	7711	1944	905	17040
78	GOHIL HANSA VINOD	SCAVENGER	D	4317746	5180+1300	7711	1944	905	17040
79	TAMBE AMIT ASHOK	SCAVENGER	D	4329666	5180+1300	7711	1944	905	17040
80	TAMBE RAVINDRA JAGANNATH	SCAVENGER	D	4366173	4800+1300	7259	1830	905	16094
81	SHILKAR RAJARAM SHANKAR	SCAVENGR C HALAL	D	3829419	9150+1800	13031	0	905	24886
82	SOLANKI DEEPAK ARJUN	SCAVENGR C HALAL	D	4151027	6840+1800	10282	2592	905	22419

SR NO	NAME	DESIGNATION	GRD	EC	Basic Pay + GRP	DA	HRA	Allowance	GRAND Total
1	MOHITE DEEPAK SAKHARAM	MUKADAM	D	3947603	9770+1850	13828	0	715	26163
2	SAKPAL SANTOSH SHANTARAM	MUKADAM	D	3947878	9770+1850	13828	3486	715	29649
3	MARU JAYSING PALJI	SWEEPER	D	3951295	9900+1800	13923	3510	905	30038
4	MUSADIYA VINOD MAVAJI	SWEEPER	D	3951305	9900+1800	13923	0	905	26528
5	BHOGALE SNEHRABHA VIJAY	SWEEPER	D	3951398	9900+1800	13923	3510	905	30038
6	SOLANKI DINESH BHIKA	HALALKHORE	D	3504246	11210+1850 (TP)	15541	3918	1015	33534
7	WAGHELA DINESH MOHAN	HALALKHORE	D	3829952	11000+1850 (TP)	15292	3855	1015	33012
8	DAYMA MINAKSHI JESING	HALALKHORE	D	3951343	9900+1800	13923	3510	1015	30148
9	GHATAR KANKU AMTHA	HALALKHORE	D	3951367	9900+1800	13923	3510	1015	30148
10	WAGHELA YOGESH RAMESHBHAI	HALALKHORE	D	4245120	6580+1800	9972	2514	1015	21881
11	THAVRE SIDDHESH UMESH	DRAIN CLEANER	D	4350345	4800+1300	7259	1830	1015	16204
12	DODHIYA VISHRAMBHAI D.	DRAIN CLEANER	D	3506293	12020+1850 (TP)	16505	4161	1015	35551
13	MOHITE UDAY KASHIRAM	DRAIN CLEANER	D	3506406	12020+1850 (TP)	16505	4161	1015	35551
14	SHETTY JOHNPAUL S	DRAIN CLEANER	D	4370648	4990+1300	7485	1887	1015	16677
15	JADHAV SHAKUNTALA KISAN	DRAIN CLEANER	D	3830266	11350+1850 (TP)	15708	3960	1015	33883
16	KANDERA SAVITRIDEVI R	DRAIN CLEANER	D	3951178	9900+1800	13923	3510	1015	30148
17	MAKWANA MOHAN DHARMA	DRAIN CLEANER	D	3951219	9900+1800	13923	3510	1015	30148
18	LOHAT VINOD RANBIR	DRAIN CLEANER	D	3951381	9900+1800	13923	3510	1015	30148
19	GOHIL MULJI SHAMJI	DRAIN CLEANER	D	3988774	9560+1800	13518	3408	1015	29301
20	WAGHMARE BABASAHEB L	DRAIN CLEANER	D	4063889	7100+1800	10591	2670	1015	23176
21	PATEL PRAKASH MOTILAL	DRAIN CLEANER	D	4063896	7100+1800	10591	2670	1015	23176

22	MOHITE KIRAN DADU	DRAIN CLEANER	D	4063951	7100+1800	10591	2670	1015	23176
23	MANIVANNAN ARMUGAM	DRAIN CLEANER	D	4063982	7100+1800	10591	2670	1015	23176
24	TAMBE SIDDHARTH RAMJI	DRAIN CLEANER	D	4064000	7100+1800	10591	2670	1015	23176
25	KADAM KISHOR TUKARAM	DRAIN CLEANER	D	4064172	7100+1800	10591	2670	1015	23176
26	SOLANKI HASMUKH NATU	DRAIN CLEANER	D	4182335	6840+1800	10282	0	1015	19937
27	JADHAV MUKESH SIDDHARTH	DRAIN CLEANER	D	4194561	6840+1800	10282	2592	1015	22529
28	SAKAT SUNIL BHANUDAS	DRAIN CLEANER	D	4208644	6580+1800	9972	2514	1015	21881
29	JADHAV BHARAT SAHADEOV	DRAIN CLEANER	D	4216292	6580+1800	9972	2514	1015	21881
30	SHIVGAN SATISH PRAKASH	DRAIN CLEANER	D	4245144	6580+1800	9972	2514	1015	21881
31	JADHAV VINOD SAHEBRAO	DRAIN CLEANER	D	4258041	6330+1800	9675	2439	1015	21259
32	JADHAV SUDHIR YASHWANT	DRAIN CLEANER	D	4278595	6330+1800	9675	2439	1015	21259
33	KUNCHIKORVI KIRAN SOMA	DRAIN CLEANER	D	4298922	6090+1800	9389	2367	1015	20661
34	GAMARE RAJESH PRABHAKAR	DRAIN CLEANER	D	4329910	5180+1300	7711	0	1015	15206
35	SAPARIYA RAMESH NARAYAN	DRAIN CLEANER	D	4317722	5180+1300	7711	1944	1015	17150
36	JADHAV SUDHAKAR LAXMAN	SWPR.C.HLAL KHOR	D	3506736	12020+1850 (TP)	16505	0	1015	31390
37	MARU RAMESHKUMAR KALUBHAI	SWPR.C.HLAL KHOR	D	4216285	6580+1800	9972	2514	1015	21881
38	KAMBALE ANIL SAMBHAJI	SCAVENGR C HALAL	D	4064031	7100+1800	10591	2670	1015	23176
39	JADHAV DINESH NARAYAN	SCAVENGR C HALAL	D	4317715	5180+1300	7711	1944	1015	17150

SR NO	NAME	DESIGNATION	GRD	EC	Basic Pay + GRP	DA	HRA	Allowance	GRAND Total
1	VACANT	MUKADAM	D	-	-	-	-	-	-
2	KAGDA RAMNIWAS RAMKISAN	MUKADAM	D	3426696	11970+1850	16446	0	715	30981
3	SOLANKI TULSHI KHIMJI	MUKADAM	D	3503922	11480+1850	15863	0	715	29908
4	VACANT	MUKADAM	D	-	-	-	-	-	-
5	VACANT	MUKADAM	D	-	-	-	-	-	-
6	SHIRKE RAVINDRA R	MUKADAM	D	3506413	12030+1850	16517	4164	715	35276
7	KAMBLE SUDHAKAR JANU	MUKADAM	D	3506509	12030+1850	16517	0	715	31112
8	MUNSHI BABOO DEVENDRA	MUKADAM	D	3632080	11880+1850	16339	4119	718	34903
9	BHOT MAHAVIR KASHIRAM	MUKADAM	D	3632475	11880+1850	16339	4119	718	34903
10	SOLANKI HARISH PUNJABHAI	MUKADAM	D	3825185	9830+1850	13899	3504	715	29798
11	KADAM SURESH BALKRISHNA	MUKADAM	D	3853971	11000+1850	15292	3855	715	32712
12	OWHAL MAHENDRA LAXMAN	MUKADAM	D	3854305	11000+1850	15292	3855	715	32712
13	GHODKE SITARAM BANDU	MUKADAM	D	3898833	10440+1900(TP)	14685	3702	715	31442
14	KHANDAGALE NANDA SHESHRAO	MUKADAM	D	3903618	10830+1900(TP)	15149	3819	715	32413
15	PATEKAR GOUTAM BHIMSEN	MUKADAM	D	3949014	9920+1850	14006	3531	715	30022
16	PATIL DATTATRAYA RAJARAM	MUKADAM	D	3949399	10280+1850	14435	3639	715	30919
17	RATHOD ASHOK BHIMJI	MUKADAM	D	3951422	9920+1850	14006	0	715	26491
18	SINGH SUNIL JAIBIR	MUKADAM	D	4004668	7780+1850	11460	2889	715	24694
19	JAUNJARE ANIL HARI	MUKADAM	D	4057831	7500+1850	11127	2805	715	23997
20	PAWAR ANIL BALKRISHNA	MUKADAM	D	4063786	7500+1850	11127	2805	715	23997
21	JADHAV MILIND VITHAL	MUKADAM	D	4063793	7500+1850	11127	2805	715	23997

22	PAWAR RAMCHANDRA BALIRAM	MUKADAM	D	4063803	7500+1850	11127	2805	715	23997
23	MAKWANA LAWRENCE DAVID	MUKADAM	D	4063810	7500+1850	11127	2805	715	23997
24	VACANT	MUKADAM	D	-	-	-	-	-	-
25	VACANT	MUKADAM	D	-	-	-	-	-	-
26	VACANT	MUKADAM	D	-	-	-	-	-	-
27	VACANT	MUKADAM	D	-	-	-	-	-	-
28	VACANT	MUKADAM	D	-	-	-	-	-	-
29	VACANT	MUKADAM	D	-	-	-	-	-	-
30	CHAVARIA RAJENDRA J	MOTOR LOADER	D	3503953	12020+1850(TP)	16505	0	1015	31390
31	SONWAL SHAMLAL SOHANLAL	MOTOR LOADER	D	3506468	11610+1850(TP)	16017	4038	1015	34530
32	GOHIL LALJI DEVJI	MOTOR LOADER	D	3617115	11750+1850(TP)	16184	4080	1015	34879
33	SATYAVIRSINGH UMEDSING	MOTOR LOADER	D	3617122	10960+1850(TP)	15244	3843	1015	32912
34	GAMBHA NARESH HARILAL	LABOURER	D	4370662	4990+1300	7485	1887	1015	16677
35	ZALA PALJI RATNABHAI	MOTOR LOADER	D	3632358	11880+1850(TP)	16339	4119	1015	35203
36	JAGTAP SHRIPAT GANGARAM	MOTOR LOADER	D	3632523	11880+1850(TP)	16339	4119	1015	35203
37	LOHAT ROSHAN RAMSINGH	MOTOR LOADER	D	3632585	11750+1850(TP)	16184	4080	1015	34879
38	CHAUHAN CHETAN HARI	LABOURER	D	4358769	4800+1300	7259	1830	1015	16204
39	SOLANKI NARESH DEVJI	MOTOR LOADER	D	3830046	10340+1850(TP)	14506	0	1015	27711
40	PADELKAR SADANAND ARJUN	MOTOR LOADER	D	3951161	9900+1800	13923	3510	1015	30148
41	BANKAR SHYAM SAVLA	MOTOR LOADER	D	3951264	9900+1800	13923	3510	1015	30148
42	RATHOD TULASI DHANAJI	MOTOR LOADER	D	3984828	9560+1800	13518	0	1015	25893
43	PARMAR VISHRAM NATHU	MOTOR LOADER	D	4004651	7370+1800	10912	2751	1015	23848
44	MHASKE LAHU	MOTOR	D	4035581	7370+1800	10912	2751	1015	23848

	GANGARAM	LOADER							
45	LOKHANDE NAVNATH ABHIMAN	MOTOR LOADER	D	4035608	7370+1800	10912	2751	1015	23848
46	SHINDE MACHHINDRAS	MOTOR LOADER	D	4035646	7370+1800	10912	2751	1015	23848
47	KAVANDAR ANTHONIRAJ S	MOTOR LOADER	D	4035653	7370+1800	10912	2751	1015	23848
48	SUNDERRAJ DURAISWAMY	MOTOR LOADER	D	4035660	7370+1800	10912	2751	1015	23848
49	KAVANDAR RAMKRISHNA U	MOTOR LOADER	D	4035677	7370+1800	10912	2751	1015	23848
50	KAVANDAR ELUMALAI ULATHAN	MOTOR LOADER	D	4035684	7370+1800	10912	2751	1015	23848
51	KAVANDAR ANNAMALAI PICCHA	MOTOR LOADER	D	4035691	7370+1800	10912	2751	1015	23848
52	YEDE GANESH DAGDU	MOTOR LOADER	D	4035701	7370+1800	10912	2751	1015	23848
53	PAWAR UTTAM BHUDHAJI	MOTOR LOADER	D	4035718	7370+1800	10912	2751	1015	23848
54	DHANDAPANI JANARTHAN	MOTOR LOADER	D	4035725	7370+1800	10912	2751	1015	23848
55	MEHDI HASAN SYED QADEER	MOTOR LOADER	D	4035732	7370+1800	10912	2751	1015	23848
56	HARIJAN GANGADURAI A	MOTOR LOADER	D	4035749	7370+1800	10912	2751	1015	23848
57	KAWANDAR MUNIYAN NATRAJ	MOTOR LOADER	D	4040655	7370+1800	10912	2751	1015	23848
58	PAWAR SUNIL HARICHANDRA	MOTOR LOADER	D	4063834	7100+1800	10591	2670	1015	23176
59	CHAVAN KISHOR DEVACHAND	MOTOR LOADER	D	4064055	6840+1800	10282	2592	1015	22529
60	KUMBHAR RAJU NARAYAN	MOTOR LOADER	D	4064062	7100+1800	10591	2670	1015	23176
61	VALKAR ANAND PRABHAKER	MOTOR LOADER	D	4064103	7100+1800	10591	2670	1015	23176
62	YADAV DINESH TULSHIRAM	MOTOR LOADER	D	4064165	7100+1800	10591	2670	1015	23176
63	JADHAV DINESH SONU	MOTOR LOADER	D	4064141	6580+1800	9972	2514	1015	21881
64	RATHOD AMIT RAMESH	MOTOR LOADER	D	4064206	7100+1800	10591	2670	1015	23176
65	SHETTY AROKIASWAMY SWAMY	MOTOR LOADER	D	4205490	6840+1800	10282	2592	1015	22529

66	TAMBE VISHWANATH GOVIND	MOTOR LOADER	D	4208637	6840+1800	10282	2592	1015	22529
67	LONDHE RAMESH WAMAN	MOTOR LOADER	D	4208651	6580+1800	9972	2514	1015	21881
68	KUNCHIKORVE MAHADEV L.	MOTOR LOADER	D	4213244	6580+1800	9972	2514	1015	21881
69	SHETTY DEVASAGAYAM JOSEPH	MOTOR LOADER	D	4216319	6580+1800	9972	0	1015	19367
70	SOLANKI BHARATKUMAR C	MOTOR LOADER	D	4232845	6580+1800	9972	2514	1015	21881
71	PARMAR NARESHKUMAR D	MOTOR LOADER	D	4232869	6580+1800	9972	2514	1015	21881
72	SABLE VINOD ASHOK	MOTOR LOADER	D	4232876	6580+1800	9972	2514	1015	21881
73	LONDHE SANJAY JATAN	MOTOR LOADER	D	4239495	6580+1800	9972	2514	1015	21881
74	MUSADIA MULJI SHAMJI	MOTOR LOADER	D	4273985	6330+1800	9675	2439	1015	21259
75	WAGHELA MUKESHBHAI S	MOTOR LOADER	D	4281021	6330+1800	9675	2439	1015	21259
76	DAHADIYA MAHESH W	MOTOR LOADER	D	4290728	6090+1800	9389	2367	1015	20661
77	SOLANKI PARSOTAM J	MOTOR LOADER	D	4302098	6090+1800	9389	2367	1015	20661
78	TAMBE VINOD ASHOK	MOTOR LOADER	D	4302115	6090+1800	9389	2367	1015	20661
79	DEVALEKAR ABHIJIT B	MOTOR LOADER	D	4306418	5180+1300	7711	1944	1015	17150
80	VANIYA BHUPAT DAYABHAI	MOTOR LOADER	D	4306425	6090+1800	9389	2367	1015	20661
81	RANVA GANESH TULSIBHAI	MOTOR LOADER	D	4306449	6090+1800	9389	2367	1015	20661
82	MARU GIRISH GOVINDBHAI	MOTOR LOADER	D	4309741	5180+1300	7711	1944	1015	17150
83	BANKAR VIJAY JAGAN	MOTOR LOADER	D	4309758	5180+1300	7711	1944	1015	17150
84	KHAMBE PANKAJ SUBHASH	MOTOR LOADER	D	4317753	5180+1300	7711	1944	1015	17150
85	TAMBE DILIP LAHU	MOTOR LOADER	D	4329927	6090+1800	9389	0	1015	20661
86	SOLANKI ASHOK LALLUBHAI	MOTOR LOADER	D	4345460	5860+1800	9115	2298	1015	20088
87	KAMBLE TUSHAR BAPU	MOTOR LOADER	D	4350338	4990+1300	7485	1887	1015	16677

SR NO	NAME	DESIGNATION	GRD	EC	Basic Pay + GRP	DA	HRA	Allowance	GRAND Total
1	SINGAL PRAVIN RAJABHAI	MUKADAM	D	3631993	11880+1850	16339	4119	1447	35635
2	SOLANKI RAMESH JIVRAJ	MUKADAM	D	3632303	11480+1850	15863	3999	715	33907
3	DAWRE PRABHOO GANGARAM	MUKADAM	D	3632602	11880+1850	16339	4119	715	34903
4	DHURI NIVRUTTI TUKARAM	MUKADAM	D	3829907	10250+1850	14399	3630	715	30844
5	MOHITE SUNIL BARKYA	LABOURER	D	4245137	6130+1300	8842	2229	1015	19516
6	KADAM RAKESH RAMCHANDARA	LABOURER	D	4462419	5200+1800	8330	2100	1015	18445
7	MOHITE LOCHANA NITIN	LABOURER	D	4462426	4440+1300	6831	0	1015	13586
8	SOLANKI SUREKHA BHAVESH	LABOURER	D	4470414	4440+1300	6831	1722	1015	15308
9	KADAM SUDHIR SHANKER	LABOURER	D	4470421	5200+1800	8330	2100	1015	18445
10	JADHAV HARESHWAR B	LABOURER	D	4464143	4440+1300	6831	1722	1015	15308
11	HAWALIYA GHANSHYAM P	LABOURER	D	4470407	4440+1300	6831	1722	1015	15308
12	PARVE DATTU PRAKASH	LABOURER	D	4474360	4440+1300	6831	1722	1015	15308
13	KAMBLE SANKET SANJAY	LABOURER	D	4476070	5200+1800	8330	2100	1015	18445
14	TAMBE SHIRISH DEVRAM	LABOURER	D	4474377	4440+1300	6831	1722	1015	15308
15	PURABIYA DHARAMDAS D.	LABOURER	D	4479327	4440+1300	6831	1722	1015	15308
16	VACANT	LABOURER	D	-	-	-	-	-	-
17	MAKWANA MEHULKUMAR H.	LABOURER	D	4479310	5200+1800	8330	2100	1015	18445
18	KHARAT SUNITA PRALHAD	LABOURER	D	44793334	4440+1300	6831	1722	1015	15308
19	VACANT	LABOURER	D	-	-	-	-	-	-
20	VACANT	LABOURER	D	-	-	-	-	-	-
21	VACANT	LABOURER	D	-	-	-	-	-	-

22	MOHITE RAHUL DILIP	LABOURER	D	4370679	4900+1300	7485	1887	1015	16677
23	LONDHE VINOD BUDHA	LABOURER	D	4370686	5630+1800	8842	2229	1015	19516
24	CHARANIYA HANSA RAMJI	LABOURER	D	4370693	4900+1300	7485	1887	1015	16677
25	SOLANKI HARESH DUNGAR	LABOURER	D	4374154	4900+1300	7485	1887	1015	16677
26	MEHRIA PRAKASH DUDHABHAI	LABOURER	D	4374161	4900+1300	7485	1887	1015	16677
27	KASARE SACHIN PANDURANG	LABOURER	D	4377621	4900+1300	7485	1887	1015	16677
28	SOLANKI VIJAY VINOD	LABOURER	D	4384072	5630+1800	8842	2229	1015	19516
29	WAGHELA VIJAY DALABHAI	LABOURER	D	4386050	4800+1300	7259	1830	1015	16204
30	CHAWDA RAMESH LAXMAN	LABOURER	D	4396284	4800+1300	7259	1830	1015	16204
31	TAMBE MAMTA MANGESH	LABOURER	D	4400226	4800+1300	7259	1830	1015	16204
32	SONAVANE DILIP LAXMAN	LABOURER	D	4406480	5630+1800	8842	2229	1015	19516
33	BANGALI ANAND BABU	LABOURER	D	4406497	4800+1300	7259	1830	1015	16204
34	CHAVAN DINESH GANESH	LABOURER	D	4406507	4800+1300	7259	0	1015	14374
35	JADHAV SANTOSH LAXMAN	LABOURER	D	4406514	5630+1800	8842	2229	1015	19516
36	TAMBE PARAG JANARDAN	LABOURER	D	4406521	5630+1800	8842	2229	1015	19516
37	TAMBE NITESH VASANT	LABOURER	D	4413800	5630+1800	8842	0	1015	19516
38	KADHARE SIDDHARTH P	LABOURER	D	4413817	4800+1300	7259	1830	1015	16204
39	HAVALIYA VIJAY KALUBHAI	LABOURER	D	4416353	4800+1300	7259	1830	1015	16204
40	BHANJI NARMADA DINESHBHAI	LABOURER	D	4422064	4800+1300	7259	1830	1015	16204
41	KAMBLE MUKUND ASHOK	LABOURER	D	4422071	5630+1800	8842	2229	1015	19516
42	GOHIL KAMALA HIMMAT	LABOURER	D	4423340	4800+1300	7259	1830	1015	16204
43	SOLANKI DHANJI N	LABOURER	D	4426855	4620+1300	7045	1776	1015	15756

44	MOHITE SUNIL RAMCHANDARA	LABOURER	D	4426862	4620+1300	7045	1776	1015	15756
45	HUMARE SHWETA SANDEEP	LABOURER	D	4431572	4620+1300	7045	1776	1015	15756
46	KADAM RAJESHREE RAJENDRA	LABOURER	D	4444053	4620+1300	7045	1776	1015	15756
47	TAMBE SUYASH SANGAM	LABOURER	D	4446938	5410+1800	8580	2163	1015	18968
48	KAMBLE ABHINAY KRUSHNA	LABOURER	D	4446945	5410+1800	8580	2163	1015	18968
49	JADHAV SAGER RAJU	LABOURER	D	4448693	4620+1300	7045	1776	1015	15756
50	SONAWANE RAHUL ARUN	LABOURER	D	4448703	5410+1800	8580	2163	1015	18968

**Form B for previous
year
Budget Usage**

**Financial Management Area
Fiscal Year - 2015-2016
Funded Program/Group
44100000000**

Funds Center/Commitment Item	Consumable Budget	Consumed Budget	Available Amount
Fds Ctr/CmmtItem	21,144,000.00	11,235,241.00	9,908,759.00
4170310000 R/N WARD -SWM	21,144,000.00	11,235,241.00	9,908,759.00
130200200 Rent. Staff Quarters	1,000.000	0.00	1,000.00
140100100 Registration Fees	2,000.00	0.00	2,000.00
140200101 Penalty From Suppliers	4,000,000.00	0.00	4,000,000.00
140200105 Penalty From Contractor	100,000.00	18,600.00	81,400.00
140200202 Charge & Fine – RTI Act	1,000.00	288.00	712.00
140200203 Fine Nuisance Detector	1,200,000.00	281,100.00	918,900.00
140500500 Trad Refuse Remv Char.	15,293,000.00	11,382,556.00	3,910,444.00
140709900 Other Serv / Adm Chrg	100,000.00	13,400.00	86,600.00
140801800 Cons Chrg Gen Debris	100,000.00	88,254.00	11746
140801900 Cons Chrg Retail Trad	10,000.00	0.00	10,000.00
140802000 Law Charges	10,000.00	24,000.00	14,000.00
140809900 Miscellaneous Chrg	10,000.00	0.00	10,000.00
150110300 Sale of Tender Form	2,000.00	148,000.00	146,000.00
150309900 Miscellaneous Sales	1,000.00	0.00	1,000.00

180100200 Security Dep Forfeit	1,000.00	15,000.00	14,000.00
180400200 Fine	2,000.00	0.00	2,000.00
180409900 Other Recoveries	800,000.00	6,041.00	793,959.00
180800400 Chrg Dup Copies Bill	10,000.00	0.00	10,000.00
180809900 Miscellaneous Receipt	1,000.00	810.00	190.00
610000423 Grant frm GOV for SM	500,000.00	100,000.00	400,000.00

Form B for previous year

Budget Usage

Financial Management Area

Fiscal Year - 2015-2016

Funded Program/Group

44101000000

Funds Center/Commitment Item	Consumable Budget	Consumed Budget	Available Amount
Fds Ctr/CmmtItem	23,919,000.00	9,837,338.40	14,091,661.60
4170310000 R/N WARD -SWM	23,919,000.00	9,837,338.40	14,091,661.60
210100101 Basic Pay	3,074,000.00	1,677,622.00	1,396,378.00
210100102 Incentive Bonus	281,000.00	13,000.00	268,000.00
210100104 Grade Pay (Superior	615,000.00	343,433.00	271,567.00
210100201 Basic Pay	3,477,000.00	1,438,064.76	2,038,935.24
210100202 Incentive Bonus	394,000.00	11,932.00	405,932.00
210100204 Grade Pay (Labour)	611,000.00	292,749.52	318,250.48
210100299 Others		0.28	0.28
210200101 Dearness Allowance	4,611,000.00	2,247,307.00	2,363,693.00
210200102 House Rent Allowanc	1,018,000.00	352,935.00	665,065.00
210200103 Conveyance Allowanc	83,000.00	26,126.00	56,874.00
210200105 LTA	122,000.00	21,000.00	101,000.00
210200107 Mun Med Allowance	47,000.00	12,000.00	35,000.00
210200113 Trv All for Sup&Sub	162,000.00	52,769.00	109,231.00
210200118 F.Planning Allow-su	50,000.00	1,050.00	48,950.00

210200119 Children Edu Allow-	235,000.00	6,000.00	229,000.00
210200201 Dearness Allowance	5,110,000.00	2,024,399.00	3,085,601.00
210200202 House Rent Allowanc	1,227,000.00	467,530.00	759,470.00
210200205 LTA	115,000.00	6,000.00	109,000.00
210200207 Mun Med Allowance	66,000.00	26,099.00	39,901.00
210200213 Transport Allowance	198,000.00	88,893.00	109,107.00
210200218 Family Planning All	69,000.00		69,000.00
210200219 Children Education	330,000.00		330,000.00
210200299 Other Allowances	79,000.00	78,918.00	82.00
210209913 Uniforms	1,300,000.00	686,452.40	613,547.60
210209915 Contrbn-Int 4% towr	12,000.00	10,840.00	1,160.00
220100203 Property Tax/Mun Ta	30,000.00	0.00	30,000.00
220110101 Offic Electricity Ex	160,000.00	117,654.00	42,346.00
220120101 Official Teleph Exp	3,000.00	0.00	3,000.00
220120102 Mobile Phone Exp	6,000.00	0.00	6,000.00
220120500 Postage Expenses	1,000.00	945.00	55.00
220210400 Stationery	60,000.00	59,928.00	72.00
220210500 Consumables	6,000.00	6,000.00	0.00
220300200 Conveyance	10,000.00	6,806.00	3,194.00
220300400 Dom Travel Exp	5,000.00	0.00	5,000.00
220309900 Misc Travel&Conv Ex	2,000.00	0.00	2,000.00

250203102 Zero Garbage Awareness	350,000.00	17,052.00	332,948.00
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Section 4 (1) (b) (xi)

The Budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursement made in the Year 2015 - 2016.

Financial Management Area

Fiscal Year - 2015-2016

Funded Program/Group

44102000000

Sr · N o.	Budget Head description	Grants received	Planned use (give details area wise or work wise in a separate form)	Available Amount
01	FdsCtr/CmmtItem	14366900.00	125577852.68	18091147.32 Available Amount
02	4170310000 R/N WARD -SWM	14366900.00	125577852.68	18091147.32
03	230350001 Accessories	4000.00	3854.00	146.00
04	220110200 Water Charges	100000.00	72599.00	27401.00
05	220809900 Misc Admin Exp	3000.00	2813.00	187.00
06	230350005 Chemical&fertiliser	500000.00	479203.80	20796.20
07	230350006 Clothing & Linen	157000.00	22180.00	134820.00
08	230350010 Material	50000.00	49540.00	460.00
09	230350012 Other store	100000.00	93378.00	6622.00

10	230350014 Spares & Tools	50000.00	0.00	50000.00
11	230400106 H.ChrgVechRmvlRefus H.ChrgVechRmvlRefus	81039000.00	79094830.34	1944169.66
12	230400107 H-ChrgVechRemvl Deb	9600000.00	9301637.98	298362.02
13	230590903 Ordinary Repairs	1000000.00	0.00	1000000.00
14	230803103 Manning & Mopping	400000.00	0.00	400000.00
15	230803112 Repairs to Platform	0.00	0.00	0.00
16	250203104 AreaSch- CleasngRoa	24000000.00	19949893.16	4050106.84
17	250203106 Mum Vsti Prbodn Aby	25916000.00	25908000.00	8000.00

The details of Budget Provision for the Year 2016-2017 for SWM Deptt. R/N Ward is as under :

Functional Area - 4410000000

Funds Center/Commitment Item	Consumable Budget	Consumed Budget	Available Amount
4170310000 R/N WARD -SWM	1,27,63,000.00	20,01,876.00	1,07,61,124.00
130200200 Rent -Staff Quarter	1,000.00		1,000.00
140100100 Registration Fees	2,000.00		2,000.00
140200101 Penalty from Supplier	1,450,000.00	3,200.00	1,446,800.00
140200105 Penalty from Contractor	1,500,000.00	47,722.00	1,452,278.00
140200202 Chrg & Fine -RTI Ac	1,000.00	130	870
140200203 Fine Nuisance Detector	600,000.00	192,350.00	407,650.00
140500500 Trad Refus Remv Chrg	16,822,000.00	1,902,175.00	14,919,825.00
140709900 Other Serv/Adm Chrg	50,000.00	2,500.00	47,500.00
140801800 Cons Chrg Gen Debris	80,000.00	27,564.00	52,436.00
140801900 Cons Chrg Retail Tra	5,000.00		5,000.00
140802000 Law Charges	30,000.00	40,000.00	10,000.00
140809900 Miscellaneous Chrg	5,000.00		5,000.00
150110300 Sale of Tender form	2,000.00	150,000.00	148,000.00
150309900 Miscellaneous Sales	1,000.00		1,000.00
180100200 Security Dep forfei	5,000.00	25,000.00	20,000.00

180400200 Fine	2,000.00		2,000.00
180409900 Other Recoveries	300,000.00		300,000.00
180800400 Chrg Dup Copies Bil	5,000.00		5,000.00
180809900 Miscellaneos Receip	2,000.00	235	1,765.00
260106500 ContH toiletsSMMiso	200,000.00		200,000.00
350800426 Grnt frm GOV for SM			
503100072 Viability GapFundin	5,000,000.00		5,000,000.00
503100075 Prov Dustbin W 1 R/	500,000.00		500,000.00
503100076 Prov Dustbin W 2 R/	500,000.00		500,000.00
503100077 Prov Dustbin W 4 R/	500,000.00		500,000.00
503100078 Prov Dustbin W 6 R/	500,000.00		500,000.00
503100079 Prov Dustbin W 7 R/	500,000.00		500,000.00
610000423 Grnt frm GOV for SM	400,000.00	389,000.00	11,000.00

Functional Area – 44101000000

Funds Center/Commitment Item	Consumable Budget	Consumed Budget	Available Amount
4170310000 R/N WARD -SWM	2,92,71,000.00	4,51,131.00	2,88,19,869.00
140200105 Penalt fromContract		141,572.00	141,572.00
180809900 Miscellaneos Receip		900	900
210100101 Basic Pay	3,694,000.00		3,694,000.00
210100102 Incentive Bonus	338,000.00		338,000.00
210100104 Grade Pay (Superior	747,000.00		747,000.00
210100201 Basic Pay	4,229,000.00		4,229,000.00
210100202 Incentive Bonus	473,000.00		473,000.00
210100204 Grade Pay (Labour)	698,000.00		698,000.00
210200101 Dearness Allowance	6,217,000.00		6,217,000.00
210200102 House Rent Allowanc	1,226,000.00		1,226,000.00
210200103 Conveyance Allowanc	95,000.00		95,000.00
210200105 LTA	126,000.00		126,000.00
210200113 Trv All for Sup&Sub	184,000.00		184,000.00
210200118 F.Planning Allow-su	56,000.00		56,000.00
210200119 Children Edu Allow-	268,000.00		268,000.00
210200201 Dearness Allowance	6,897,000.00		6,897,000.00
210200202 House Rent Allowanc	1,478,000.00		1,478,000.00
210200203 Conveyance Allowanc	5,000.00		5,000.00
210200205 LTA	127,000.00		127,000.00
210200213 Transport Allowance	225,000.00		225,000.00
210200218 Family Planning All	79,000.00		79,000.00

210200219 Children Education	375,000.00		375,000.00
210200299 Other Allowances	42,000.00		42,000.00
210209913 Uniforms	1,300,000.00	527,066.00	772,934.00
210209915 Contrbn-Int 4% towr	8,000.00		8,000.00
220100203 Property Tax/Mun Ta	30,000.00		30,000.00
220110101 Offic Electricy Ex	160,000.00	32,820.00	127,180.00
220120101 Official Teleph Exp	3,000.00		3,000.00
220120102 Mobile Phone Exp	6,000.00		6,000.00
220120500 Postage Expenses	5,000.00	275	4,725.00
220210400 Stationery	100,000.00	27,760.00	72,240.00
220210500 Consumables	50,000.00	3,900.00	46,100.00
220300200 Conveyance	10,000.00	1,782.00	8,218.00
220300400 Dom Travel Exp	10,000.00		10,000.00
220309900 Misc Travel&Conv Ex	10,000.00		10,000.00

Functional Area - 4410200000

Funds Center/Commitment Item	Consumable Budg	Consumed Budget	Available Amount
4170310000 R/N WARD -SWM	14,05,40,000.00	4,33,13,064.10	9,72,26,935.90
140200101 Penalty fromSupplie		209,642.00	209,642.00
140200105 Penalt fromContract		62,572.00	62,572.00

140200108 Penalty recoverd VD			
150110300 Sale of Tender form		156,000.00	156,000.00
180809900 Miscellaneos Receip		20	20
210209913 Uniforms			
220110200 Water Charges	100,000.00	12,660.00	87,340.00
220809900 Misc Admin Exp	10,000.00	3,970.00	6,030.00
230303100 430103100			
230350001 Accessories	30,000.00		30,000.00
230350005 Chemical&fertiliser	500,000.00	250,948.80	249,051.20
230350006 Clothing & Linen	150,000.00		150,000.00
230350010 Material	100,000.00		100,000.00
230350012 Other store	300,000.00		300,000.00
230350014 Spares & Tools	50,000.00		50,000.00
230400106 H.ChrgVechRmvlRefus	80,000,000.00	31,682,278.00	48,317,722.00
230400107 H-ChrgVechRemvl Deb	9,000,000.00	1,074,755.30	7,925,244.70
230511301 Gen Civil Repairs	1,000,000.00		1,000,000.00
230511807 Gen Mechl Repairs	200,000.00		200,000.00
230512201 Gen Civil Repairs	200,000.00		200,000.00
230520301 Gen Civil Repairs	300,000.00		300,000.00
230590200 RMaintElectrl Instl	100,000.00		100,000.00
230590903 Ordinary Repairs	1,000,000.00		1,000,000.00
230803103 Manning & Mopping	400,000.00		400,000.00
230803112 Repairs to Platform	1,000,000.00		1,000,000.00
250203104 AreaSch-CleansngRoa	20,000,000.00	4,830,686.00	15,169,314.00
250203106 Mum Vsti Prbodn Aby	26,100,000.00	5,886,000.00	20,214,000.00

350100200 Contractors			
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Section 4 (1) (b) (xii)

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

Sr. No.	Name and Address of Beneficiary	Amount of Subsidy / Concession Sanctioned
	Nil	Nil

Section 4 (1) (b) (xiii)

The particulars of recipients of concession, permits or authorisations granted by department.

Sr. No.	Name of the license	License no.	Issued on	Valid up to	General Conditions	Details of the license
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Section 4 (1) (b) (xiv)

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

Sr. No.	Type of Documents File/ Register	Sub Topic	In which Electronic Format it is kept	Person In Charge
1	Purchase Order	Materials	Kept in SAP System	Assistant Engineer (SWM)

2	Good Receipts	To Received Materials	Kept in SAP System	Assistant Engineer (SWM)
3	Service Entry	For Service served	Kept in SAP System	Assistant Engineer (SWM)

Section 4 (1) (b) (xv)

The particulars of facilities available to citizens for obtaining information including the working hours of a library or reading room

Sr. No.	Type of Facility	Timings	Procedure	Location	Person In Charge
1	Inspection of Record as per to RTI	3.00 p.m. To 5.00P.m. With prior appointment only	RTI Payment pay previous day	Office of:- A.E.(SWM) R/North ward Below Sangitkar sudhir phadke Flyover bridge, Dahisar (W)	Asstt.Engineer (SWM)R/North
2	Library and Reading Room	Not Available	Not Available	Not Available	Not Available

Section 4 (1) (b) (xvi)

The names, designations and other particulars of the Public Information Officers PIO

Sr. No.	Name of PIO	Designation	Jurisdiction as PIO under RTI	Address / Ph. No.	E mail id for purpose of RTI	Appellate authority
1.	Shri. S.S. Bawalekar	A.E.(SWM)	R/North Ward	9004445227	aeswmrnorthward@gmail.com	Ward E.E. R/North Ward. Below Sangitkar sudhir phadke Flyover bridge, Dahisar (W)

APIOs

Sr. No.	Name of APIO	Designation	Jurisdiction as APIO under	Address / Ph no.
1	Shri. K.N.Rohit	Sub Eng	R/North	R/North Ward. Below Sangitkar sudhir phadke Flyover bridge, Dahisar (W)

Appellate Authority

Sr. No.	Name of Appellate Authority	Designation	Jurisdiction as Appellate authority	PIO Reporting	E mail id for purpose of RTI
1.	Shri.D.G. Bhavari	E.E.	R/North	E.E.	-

Section 4 (1) (b) (xvii) – Others

Such other information as may be prescribed

**Route plans of all section under SWM department R/N
Ward**

Sr. No.	Name of JO	Section
1	JADHAV SIDDHARTH ANTU	Nadikinara Chowky /Rastey Swacchta Yojana
2	PAWAR RAJENDRAKUMAR M	Swacch Mumbai Prabodhan abhiyan
3	PATIL YASHAWANT NAMDEV	Rastey Swacchta Yojana /Swacch Mumbai Prabodhan abhiyan
4	TONAPE SUNIL NARAYAN	Swacch Mumbai Prabodhan abhiyan
5	GURKHE RAMCHDNRA DHAKU	M.L. Chowky
6	BORSE PUNDLIK CHABBU	Rastey Swacchta Yojana
7	PARMAR REENA ANTHONY	Beduk Bawdi Chowky
8	DESAI RAVINDRANATH S	M.L. Chowky
9	DHAMANKAR RUTUJA VINAYAK	Swacch Mumbai Prabodhan abhiyan
10	KADAM SANJAY TULSHIRAM	Rastey Swacchta Yojana/Tawade wadi chowky /Swacch Mumbai Prabodhan abhiyan
11	TAMBE VILAS RAMCHANDRA	Swacch Mumbai Prabodhan abhiyan
12	PATIL GAURAV RANGANATH	Swacch Mumbai Prabodhan abhiyan
13	SAWANT YOGESH RAMAKANT	M.L. Chowky
14	MORE SUPRIYA BABLYA	Swacch Mumbai Prabodhan abhiyan/ P.S.C.

1. Details and records of Marshals –
2. Toilet Manuals – Attached Total No. Toilets, Charges and maintained by which organization.
3. SMPA Circular records –
4. Audit Records
 - a) MCA Audit – Spot Audit
Audit Note
 - b) Tavo Audit – Spot Audit
 - d) CAG Audit – Central Government