

ANNEXURE-1

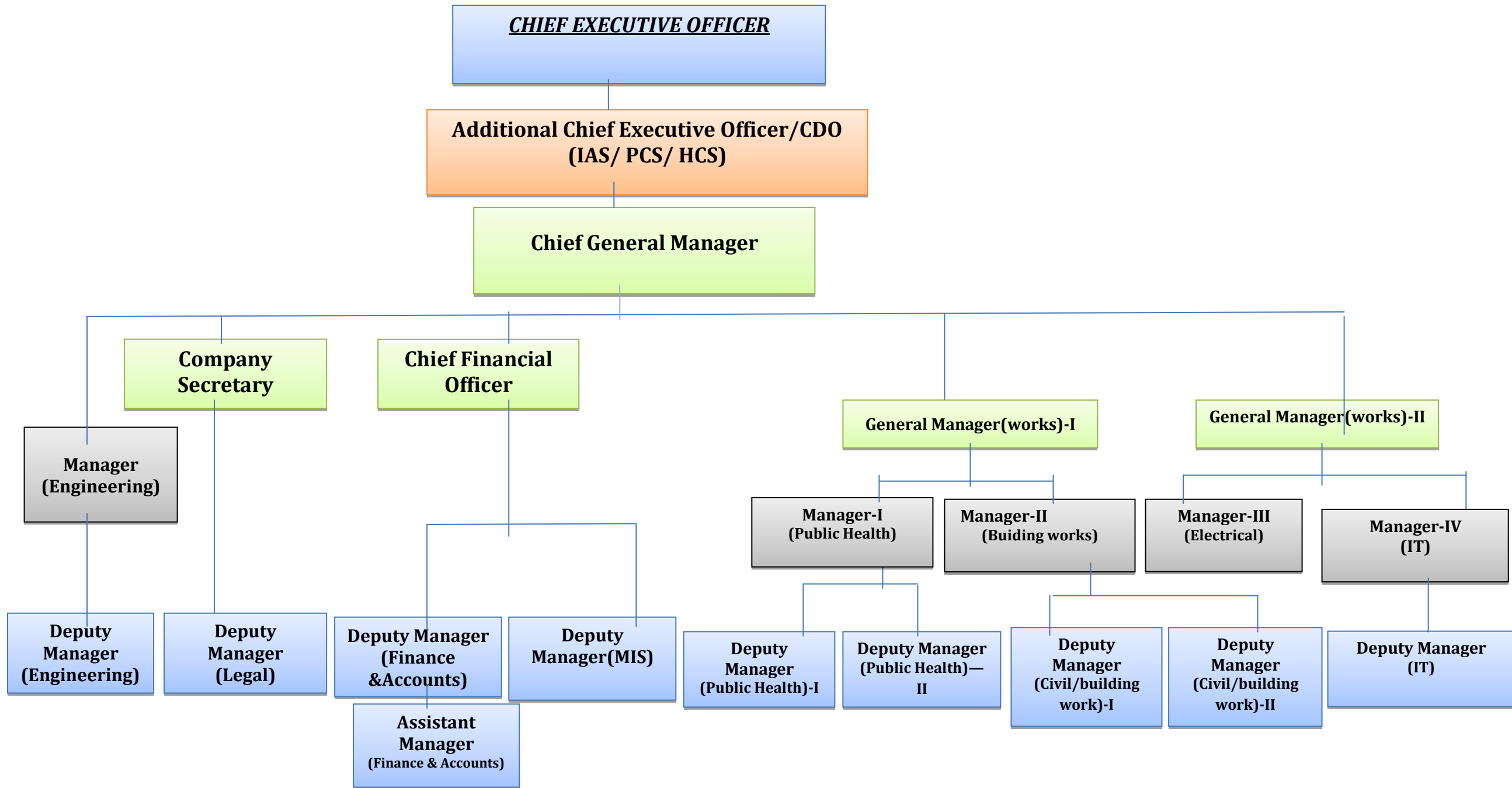
PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN SECTION 4(1)(b)(i) OF THE RIGHT TO INFORMATION ACT, 2005

CHANDIGARH SMART CITY LIMITED

(The particulars of the organization, functions and duties)

Sr. No.	Subject	Remarks
1.	Name of the Company and its website	Chandigarh Smart City Limited www.chandigarhsmartcity.in
2.	Head of the Organisation	Chief Executive Officer
3.	Vision, Mission and Key objectives	<p>The Vision of CSCL is:The city beautiful is envisioned to become leader in liveability, sustainability, equality and innovation.</p> <p>The Mission of CSCL is:To facilitate urban development and smart cities mission by acting as a governing and existing agencies in formulation of policies, institutional capacity building and project implementation, and will assist in the funding and implementation of projects as laid down in the objectives of the Company.</p> <p>Key operating Principles in its vision and mission:</p> <ul style="list-style-type: none">a. Citizens & stakeholders Focus: Provide service to citizens & stakeholders and respond to their needs and interests in a respectful, reliable and professional manner.b. Environmental Responsibility: Plan & manners the operations as responsible stewards of our natural resources and the environment.c. Safety Awareness: Perform work with high level of safety awareness for ourselves, our fellow employees and the public.d. Employee Inclusiveness: Respect and values the contributions of employees because everyone is important to the success of the operations.
4.	Functions and Duties	<ul style="list-style-type: none">a. To promote the establishment and development of the city of Chandigarh as smart city, which is a vibrant and unique regional centre and leader in liveability, sustainability, equality and innovation.b. Approve and sanction the projects including their technical appraisal.c. Execute the Smart City Proposal with complete operational freedom.d. Take measures to comply with the requirements of MoHUA with respect to the implementation of the Smart Cities programme.e. Mobilize resources within timelines and take measures necessary for the mobilisation of resources.f. Approve and act upon the reports of a third-party Review and Monitoring Agency.g. Overview Capacity Building activities.

		<ul style="list-style-type: none"> h. Develop and benefit from inter-linkages of academic institutions and organizations. i. Ensure timely completion of projects according to set timelines. j. Undertake review of activities of the Mission including budget, implementation of projects, and preparation of SCP and co-ordination with other missions/schemes and activities of various ministries. k. Monitor and review quality control related matters and act upon issues arising thereof. l. Incorporate joint ventures and subsidiaries and enter into Public Private Partnerships as may be required for the implementation of Smart cities programme. m. Enter into contracts, partnerships and service delivery arrangements as may be required for the implementation of the Smart Cities Mission. n. Determine and collect user charges as authorised by the ULB Collect taxes, surcharges etc. as authorised by the ULB.
5.	Organisational Chart	Attached hereunder:



ANNEXURE-2

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN SECTION
4(1)(b)(ii) OF THE RIGHT TO INFORMATION ACT, 2005**

CHANDIGARH SMART CITY LIMITED

(The powers and duties of the officers and employees)

Sr.No.	Name of the post	Powers and Duties (in brief)
1.	Chief Executive Officer	In the capacity of Head of Department and appointing authority, has the supervisory and administrative control over the staff and financial matters of the company.
2.	Additional Chief Executive Officer	In the capacity of Head of Office has control over the working and staff of the company. To deal with all matters of the company and reports to Worthy Chief Executive Officer.
3.	Chief General Manager	To deal with all the projects of the company relating to operation, planning and design and further to assist and report to W/CEO and Additional CEO of Company.
4.	Chief Financial Officer	To deal with all the matters relating to finance, accounts and human resource and reports to CGM, Addl. CEO and W/CEO of Company.
5.	Company Secretary	To deal with legal and company affairs and reports to CGM, Addl. CEO and W/CEO of Company.
6.	Manager (Engineering)	To deal and report to CGM on the matters related to urban infrastructure and projects.
7.	Deputy Manager (Engineering)	To deal and report to CGM and Manager (Engg.) on the matters related to urban infrastructure and projects.
8.	Deputy Manager (Legal)	To deal with legal matters of the company and reports to Company Secretary.
9.	Deputy Manager (Finance &Accounts)	To deal and report to CFO on matters relating to finance and accounts.
10.	Deputy Manager (MIS)	To deal and report to CFO on matters relating to Information Technology.
11.	Assistant Manager (Accounts & Finance)	To deal and report to CFO and DM (F&A) on matters relating to finance and accounts.

ANNEXURE-3

PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN SECTION 4(1)(b)(iii) OF THE RIGHT TO INFORMATION ACT, 2005

CHANDIGARH SMART CITY LIMITED

(The procedures followed in the decision making process including channels of supervision and accountability)

Sr.No.	Level at which the case is initiated (Name of Post)	Name of post which deals with the case before the decision making authority.	Level at which decision is made
ACCOUNTS			
1.	Deputy Manager (F&A)	Chief General Manager	Chief Executive Officer
	Assistant Manager (F&A)	Chief Finance Officer	Additional Chief Executive Officer
HUMAN RESOURCE			
2.	Chief Finance Officer	Chief General Manager	Chief Executive Officer Additional Chief Executive Officer
ENGINEERING & TECHNICAL/MIS			
3.	Deputy Manager (Engg)	Chief General Manager	Chief Executive Officer
4.	Deputy Manager (MIS)	Manager (Engg)	Additional Chief Executive Officer
		Chief Finance Officer	
SECRETARIAL & LEGAL			
5.	Company Secretary	Chief General Manager	Chief Executive Officer
	Deputy Manager (Legal)		Additional Chief Executive Officer

*The final decision authority is Board of Directors. However some powers are delegated in favour of Chief Executive Officer.

ANNEXURE-4

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN SECTION
4(1)(b)(iv) OF THE RIGHT TO INFORMATION ACT, 2005**

CHANDIGARH SMART CITY LIMITED

(The norms set for the discharge of its functions)

Sr.No.	Item of Work	Norms set by the department (number of days taken for decision making)
Norms as set in Articles of Association of the Company.		

ANNEXURE-5

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE
4(1)(b)(v) OF THE RIGHT TO INFORMATION ACT, 2005**

CHANDIGARH SMART CITY LIMITED

**(The rules, regulations, instructions, manuals and record, held by it or under control or
used by employees for discharging functions)**

Sr.No.	Name of the Act	Name of rules/policies/instructions
1.	The companies Act,2013	Memorandum of Association
2.	The companies Act,2013	Articles of Association
3.	-----	HR Policy
4.	The sexual harassment of women at workplace (prevention, prohibition and redressal) act,2013	Policy on prevention on sexual harassment (posh) of women at workplace
5.	National Data Sharing and Accessibility Policy- Central	Data Sharing and Accessibility Policy for CSCL

ANNEXURE-6

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE
4(1)(b)(vi) OF THE RIGHT TO INFORMATION ACT, 2005**

CHANDIGARH SMART CITY LIMITED

(Statement of the categories of documents that are held or under control)

Sr.No.	Category of Documents
Accounts Branch: -	
1.	Account Books (All types of ledgers, sub ledgers, trial balance, bank books, P&L Accounts, Balance Sheets, Quarterly TDS, Register>Returns, GST Return.
2.	Vouchers
3.	Pass Books
4.	Cheque Books
5.	Budget documents
Engineering Branch	
1.	Copy of Request for proposal (RFP)
2.	Project Details
3.	Contracts & Agreements
4.	MOUs
5.	Tenders
6.	Miscellaneous
Human Resource	
1.	Record of all employees from recruitment to exit process.
2.	Service files and records of staff
3.	Miscellaneous
Secretarial and Legal	
1.	RTI Files, Record & Register
2.	Memorandum & Articles of Association
3.	Secretarial record (Board Meetings, General Meetings)
4.	Attendance registers of Meetings
5.	Miscellaneous
Management Information System	
1.	MIS Related Files
2.	Miscellaneous

ANNEXURE-7

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE
4(1)(b)(vii) OF THE RIGHT TO INFORMATION ACT, 2005**

CHANDIGARH SMART CITY LIMITED

**(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 or implementation
thereof.)**

Sr. No.	Details/Type of arrangements made										
1.	<p>Following officers have been appointed as for giving information to General Public.</p> <table><tr><td>1. Deputy Manager(Legal)</td><td>Assistant Public Information Officer</td></tr><tr><td>2. Manager (Engg.)</td><td>Assistant Public Information Officer</td></tr><tr><td>3. Chief Finance Officer</td><td>Assistant Public Information Officer</td></tr><tr><td>4. Chief General Manager</td><td>Central Public Information Officer</td></tr><tr><td>5. Additional Chief Executive Officer</td><td>Appellate Authority</td></tr></table>	1. Deputy Manager(Legal)	Assistant Public Information Officer	2. Manager (Engg.)	Assistant Public Information Officer	3. Chief Finance Officer	Assistant Public Information Officer	4. Chief General Manager	Central Public Information Officer	5. Additional Chief Executive Officer	Appellate Authority
1. Deputy Manager(Legal)	Assistant Public Information Officer										
2. Manager (Engg.)	Assistant Public Information Officer										
3. Chief Finance Officer	Assistant Public Information Officer										
4. Chief General Manager	Central Public Information Officer										
5. Additional Chief Executive Officer	Appellate Authority										
2.	<p>The Competent Officer, address the press regarding the policy or other information regarding the public.</p>										

ANNEXURE-8

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE
4(1)(b)(viii) OF THE RIGHT TO INFORMATION ACT, 2005**

CHANDIGARH SMART CITY LIMITED

(Statement of the boards, councils, committees and other bodies)

Sr.No.	Name of the Board(s)	Name of the Council(s)	Name of the Committee(s)	Name of the other bodies(s) constituted by the deptt.	Whether meetings of these bodies are open to the public (Yes/No)	Whether the minutes of such meetings are accessible for public (Yes/No.)
	The company has nine (09) Directors on the Board. The Minutes of the Board are circulated to the Board of Directors. This Company has constituted the following committees till date:- 1. Technical Committee (6 members) 2. Internal Complaint Committee (4 members) 3. Corporate Social Responsibility Committee (3 members)			-	No	No

ANNEXURE-9

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE
4(1)(b)(ix) OF THE RIGHT TO INFORMATION ACT, 2005**

CHANDIGARH SMART CITY LIMITED

(Directory of the officers and employees)

Sr.No.	Name of the Officer/Employee	Designation	Telephone Number (O)
1.	Sh. Kamal Kishor Yadav	Chief Executive Officer	0172-5043196
2.	Sh. Anil Kumar Garg	Additional Chief Executive Officer	0172-5043196
3.	Sh. N.P. Sharma	Chief General Manager	0172-5043196
4.	Ms. Nalini Malik	Chief Finance Officer	0172-5043196
5.	Ms. Shaveta Sharma	Company Secretary	0172-5043196
6.	Sh. Gagandeep Singh	Manager (Engg)	0172-5043196
7.	Sh. Sahil Kumar	Deputy Manager (Engg)	0172-5043196
8.	Sh. Arvind Chauhan	Deputy Manager (Legal)	0172-5043196
9.	Sh. Deepak Kumar	Deputy Manager(F&A)	0172-5043196
10.	Ms. Inderjit Kaur	Deputy Manager (MIS)	0172-5043196
11.	Sh. Munish Kumar	Assistant Manager (F&A)	0172-5043196

ANNEXURE-10

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE
4(1)(b)(x) OF THE RIGHT TO INFORMATION ACT, 2005**

CHANDIGARH SMART CITY LIMITED

(The monthly remuneration received by officers and employees)

Sr.No.	Name of the Officer/Employee	Designation	Monthly emoluments (Rupees)
1.	Sh. Kamal Kishor Yadav	Chief Executive Officer	-----
2.	Sh. Anil Kumar Garg	Additional Chief Executive Officer	-----
3.	Sh. N.P. Sharma	Chief General Manager	37400-67000+8600(GP)
4.	Ms. Nalini Malik	Chief Finance Officer	1,50,000/-
5.	Ms. Shaveta Sharma	Company Secretary	75,000/-
6.	Sh. Gagandeep Singh	Manager (Engg)	75,000/-
7.	Sh. Sahil Kumar	Deputy Manager(Engg)	45,000/-
8.	Sh. Arvind Chauhan	Deputy Manager (Legal)	45,000/-
9.	Sh. Deepak Kumar	Deputy Manager (F&A)	45,000/-
10.	Ms. InderjitKaur	Deputy Manager (MIS)	45,000/-
11.	Sh. Munish Kumar	Assistant Manager (F&A)	35,000/-
Supporting Staff has been engaged through contractor i.e. M/s Secure Guard and manpower services.			

ANNEXURE-11

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE
4(1)(b)(xi) OF THE RIGHT TO INFORMATION ACT, 2005**

CHANDIGARH SMART CITY LIMITED

**(Budget allocated to each agency, indicating the particulars of all plans, proposed
expenditures and reports on disbursements made)**

Sr.No.	Name of Head/Sub Head	Figure in Crore Fund Received upto 2019-20	Figure in Crore Funds utilized upto2019-20
1.	Project Fund	386.00	9.14
2.	A & OE Fund	10.00	23.96

ANNEXURE-12

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE
4(1)(b)(xii) OF THE RIGHT TO INFORMATION ACT, 2005**

CHANDIGARH SMART CITY LIMITED

**(The manner of execution of subsidy programmes, including the amounts allocated and the
details of beneficiaries of such programmes)**

Not Applicable

ANNEXURE-13

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE
4(1)(b)(xiii) OF THE RIGHT TO INFORMATION ACT, 2005**

CHANDIGARH SMART CITY LIMITED

(Particulars of recipients of concessions, permits or authorisations granted)

Not Applicable

ANNEXURE-14

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE
4(1)(b)(xiv) OF THE RIGHT TO INFORMATION ACT, 2005**

CHANDIGARH SMART CITY LIMITED

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

Sr.No.	Type of Information
1.	Information relating to the list of the employees of company and their power and duties available on website of Municipal Corporation, Chandigarh.
2.	Tenders etc.are available on the Web Portal of Chandigarh Smart City Ltd. i.e. www.chandigarhsmartcity.in
3.	Tender process available on website

ANNEXURE-15

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE
4(1)(b)(xv) OF THE RIGHT TO INFORMATION ACT, 2005**

CHANDIGARH SMART CITY LIMITED

(Particulars of facilities available to citizens for obtaining information)

Sr.No.	Facilities available	Remarks (No. of days in a week/Timings etc.)
1.	Through RTI Applications	Both offline and online mode.
2.	Website Name	www.chandigarhsmartcity.in

ANNEXURE-16

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE
4(1)(b)(xvi) OF THE RIGHT TO INFORMATION ACT, 2005**

CHANDIGARH SMART CITY LIMITED

(Names, designation and other particulars of the Public Information Officers)

S.No	Name of the Central Publication Information Officer/Designation	Telephone No.(Office/ Residence)	Residential Address	Assistant Publication Information Officer	Telephone No.(Office/ Residence)	Residential Address
1.	Mr. N.P. Sharma (Chief General Manager)	0172- 5043196	Sector-19 Chandigarh	Mr.Arvind Chauhan (DM- Legal) Mr. Gagandeep Singh (Manager Engg.) Ms. Nalini Malik (CFO)	0172- 5043196	Naya Gaon, Mohali 769, Phase VI, Mohali G-10,Sector- 115, Mohali