



Mumbai Metro Rail Corporation Ltd.

Mumbai Metro Line-3 (Colaba-Bandra-Seepz)

Jv. of Govt. of India & Govt. Maharashtra

Right to Information Act, 2005

***कलम 4 (1) (ख) नुसार स्वयंप्रेरणेने घोषित करावयाची
माहिती.***

दि १ मार्च २०१२

पत्ता:- मुंबई मेट्रो रेल कॉर्पोरेशन लि. नामट्री इमारत, प्लॉट क्र. आर 13, 'ई' ब्लॉक,

वांद्रे-कुर्ली संकुल, वांद्रे (पू), मुंबई - 400051

Revised Draft of RTI Section II of 4(1)(b).
Chapter 2 Right to Information and Obligation of Public Authorities under Section II Clause 4 (1) (b)

1. Particulars of its Organization, functions and duties;

Please visit our website at "About mmrcl" page. URL to MMRCL website www.mmrcl.com

Introduction:

MMRCL has been formed for Implementation of Underground Metro Rail in Mumbai Line3. The alignment of line3 is from Colaba to SEEPZ for a length of 33.5 km. MMRCL is registered on 30th April, 2008 under the Company Act 1956, as Mumbai Metro Rail Corporation Ltd, a JV of Government of India & Govt. Maharashtra.

For details of Mumbai Metro Rail Corporation Ltd., visit our website www.mmrcl.com .

Organization Structure

- **Chairman**
- **Managing Director**
- **Board of Directors Total 15 Member as follows-**
 - i. **Govt. of India----- 5 nos.**
 - ii. **Govt. of Maharashtra.----- 5 nos.**
 - iii. **Independent Directors – 2 nos (GOI- 1 & GOM-1)**
 - iv. **Full time Functional Directors- 3 nos.**

The Corporation office is located at NamTTRI Building, Plot # R 13 , E Block, BKC Bandra (E), Mumbai – 400 051.

2. Powers and Duties of its officers and employees:

I.Planning

Planning, R&R activities, PR activities, safety, environmental aspects and General Consultants.

- **Environment permissions** – Obtaining necessary Permissions from Government of India & Government of Maharashtra and other Competent Authorities
- **R & R activities** – Rehabilitation and Resettlement of Project Affected Persons, as per the Approved Government policy. URL to MMRCL website <https://www.mmrc.com/en/project/rehabilitation-resettlement>
- **Land Acquisition** – Land acquisition of various government as well as private lands by following due procedure. URL to MMRCL website <https://www.mmrc.com/en/project/land-requirement>
- **Legal Unit--**Advise and action on all Legal issues related to stakeholders.(Legal issues related to contract are dealt by respective units.)
- **PR Activities** - All PR activities including appointment of PR Agencies publicity for Metro activities in the media etc.

II.Project Department

Preparation of project estimates, Administrative and Technical Approval to the Estimates, Preparation of Tender Documents, Tender Process, Award of Tenders, Execution/ Supervision of the work, Payments to the contractors, Liaison with the Government Authorities/ Local Authorities so as to obtain various permissions and Liaison and coordination with the stakeholders.

URL to MMRCL website <https://www.mmrc.com/en/about-mmrc/our-organisation>

III.Systems Department

- **Electrical:** Procurement, Supply, Installation, Testing and Commissioning of various Power Supply works including associated civil works, diversion of

transmission lines for entire Metro Line-3. URL to MMRCL website <https://www.mmrc.com/en/about-mmrc/our-organisation>

- **Rolling Stock:** Invitation for Prequalification of bidders for Design, Manufacture, Supply, Installation, Testing and Commissioning of Rolling Stock for Metro Line-3. URL to MMRCL website <https://www.mmrc.com/en/about-mmrc/our-organisation>
- **Signaling & Telecom:** Procurement, Manufacture, Supply, Installation, Testing and Commissioning of Signaling, PSD, Automatic Fare Collection (AFC) System for Metro Line- 3. URL to MMRCL website <https://www.mmrc.com/en/about-mmrc/our-organisation>
- **IT:** Procuring services of all IT related activities along with creation and publication of Mumbai Metro Rail Corporation Limited website, Social Media for Metro Line- 3. URL to MMRCL website <https://www.mmrc.com/en/about-mmrc/our-organisation>

IV. Finance & Accounts Department

Preparation of Budgets, Fund Procurement, Payment of Contractors/ Consultants, Getting Internal , statutory & CAG Audits as per the Company Act, Day to Day finance and accounts activities. URL to MMRCL website <https://www.mmrc.com/en/about-mmrc/our-organisation>

V. Admin/ HR Department

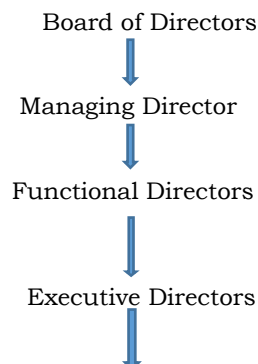
Carrying out Activities related to Human Resources and related works. Implementation of HR policy. Over all Administration of the MMRCL. Dealing with Govt. and general correspondence. Implementation of RTI Act etc.

VI. Company Secretary

Conduct Board Meeting, Annual General Body Meetings.
All the activities to be performed as per the Company Act, 2013.

3. Procedure followed in the decision - making process , including channels of supervision and accountability :

The decision making in MMRCL are involving the following channels:-



GMs/CPMs

Board of Director is the Highest Decision making body.

MMRCL being Joint Venture Company of Government of India and Government of Maharashtra with equal stakes of 50% by both the stakeholders, the Board of Directors of MMRCL is accountable to the Government of India and the Government of Maharashtra.

As per the provisions of Company Act 2013,,approval of Shareholders is necessary on the company affairs/matters in the General Body meetings.

The Board oversees company's performance, takes several strategic decisions, monitors and ensures all statutory compliances which includes safeguarding the interests of the shareholders as well.

The day-to-day management of the Company is entrusted with Managing Director who is supported by Functional Directors, other Officers and staff of the Company.

Managing Director is delegated with most of the powers by the Board of the Directors, who in turn has delegated certain specified powers to the functional directors, HODs and Dy. HODs for effective and efficient discharge of their responsibilities.

The Managing Director and all other Functional Directors are accountable as per the Schedule of Powers .

4. Norms set by MMRC for the discharge of its functions:

As per Govt. /PSU procedure, Best practices are being adopted in the respective fields. Efforts are also being made to deal with projects and cases as expeditiously as possible.

5. Rules, Regulations, Instructions, Manuals and Records held by MMRC:

1. Companies Act, 2013
2. Metro Railway Act, 2009
3. Metro Railway (Construction of works) Act, 1997
4. Metro Railway General Rule , 2013

6. Statement of the categories of document that are held by the Company or Under its Control:

Various categories of documents that are being held by the Company or under its control are given below:

A..Documents pertaining to incorporation

- i. Memorandum & Articles of Association
- B. Documents pertaining to Company Affairs
- i. Statutory Registers under the Companies Act, 1956

- ii. Statutory Registers under other applicable Acts and Rules & Regulations
- iii. Annual Reports
- iv. Annual Returns
- v. Returns & Forms filed with the Registrar of Companies, etc.
- C. Documents pertaining to Board Meetings
 - i. Agenda Papers of Board Meetings
 - ii. Minutes and Book of meetings of the Board of Directors, etc.
- D. Documents pertaining to Accounts:
 - i. Books of Accounts
 - ii. Annual Report
 - iii. Documents pertaining to payment of Income Tax, Tax Deducted at Sources, etc.
 - iv. Vouchers, etc.
 - v. Annual Finance Budget
- E. Documents pertaining to Operations
 - i. Documents pertaining to operation of trains, revenue, etc.
 - ii. Documents pertaining to feeder bus services, etc.
 - iii. Documents pertaining to signal and train control systems,
 - iv. Documents pertaining to telecommunication systems,
 - v. Documents pertaining Automatic Fare Collection system
- F. Documents pertaining to projects
 - i. Detailed Project Report/Feasibility report,
 - ii. Tender documents,
 - iii. Documents related to implementation of projects including drawings, completion status, etc.
 - iv. Documents related to Safety, Health and Environment.
 - v. Documents related to land.
- G. Documents pertaining to establishment matter
 - i. Documents containing the details of employees
 - ii. Various internal policies, rules & regulations pertaining establishment matters
 - iii. Annual Confidential Reports of employees

- H. Documents related to purchase and stores
- I. Documents related to advertisement
- J. Documents pertaining to electrical systems
 - i. Documents related to electrical sub-stations and overhead electrification systems, ventilation and air-conditioning systems
 - ii. Documents related to lifts, escalators, electrical and mechanical equipment, etc.
 - iii. Documents relating to electricity tariff
- K. Documents pertaining to rolling stock
 - i. Documents related to procurement of rolling stock (trains)
 - ii. Specifications and other technical documents.
- L. Documents pertaining to legal matters
 - i. All documents relating to court cases.
- M. Documents pertaining to property development
 - i. Tender documents,
 - ii. Agreements with lessees, concessionaires, etc.

7. particulars of arrangement that exists for consultation with, or representation by, the member of the public in relation to the formulation of its policy or implementation thereof:

Please visit our website at "People Connect" page to MMRCL website:-

www.mmrcl.com

8. statement of the boards, council, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advise,

The Board of Directors of MMRCL consists of 15 Directors, 5 Directors each from Government of India and Government of Maharashtra, 3 Functional Directors and 2 Independent Directors. As per the requirement of the relevant Act, the Board of Directors has also constituted some specific committees of among the Directors. The meetings of the Board of Directors & Committees are not

accessible to the public. Board of Director URL to MMRCL website <https://www.mmrc.com/en/about-mmrc/board-of-directors>.

9. Directory of its officers and employees:

URL to MMRCL website <https://www.mmrc.com/en/about-mmrc/our-organization>.

10. The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulation:

Classification of Employees

Groups / Clusters	Classification	IDA Pay Scale	MMRC Grade	Typical Designations
	Executive	As per Govt. of Maharashtra	MD	Managing Director
	Executive	75000 – 100000	Dir	Director
Group E4	Executive	62000 – 80000	E9	Executive Director (ED)
Group E3 (HoD)	Executive	51300 – 73000	E8	General Manager (GM)
Group E2 (Dy. HoD)	Executive	43200 – 66000	E7	Additional GM
	Executive	36600 – 62000	E6	Senior DGM
	Executive	32900 – 58000	E5	Deputy General Manager (DGM)
	Executive	29100 – 54500	E4	Assistant General Manager / Executive Engineer
Group E1	Executive	24900 – 50500	E3	Manager / Deputy Engineer Gr. I
	Executive	20600 – 46500	E2	Assistant Manager (AM) / Deputy Engineer Gr. II
	Executive	16400 – 40500	E1	Jr. Manager / Jr. Engineer
Non Executive Group NE3	Non Executive	18500 – 35600	W8	PS / SE / Sr. SO / Station Mgr Gr II / Time Table

(Supervisor)				Inspector / Revenue Inspector / Loco Inspector / Sr. Vigilance Inspector
	Non Executive	16000 – 30770	W7	SPA / SO / JE – I / Legal Assistant / Librarian / DSL Driver / Shunter / Sr. Station Controller / Sr. Train Operator / Vigilance Inspector Gr. I / CDA / Surveyor
	Non Executive	14000 – 26950	W6	PA / Sr. Asst / Driver Gr. I / MCM / Draftsman / JE – II / Station Controller / Train Operator / Vig. Inspector Gr. II
	Non Executive	13500 – 25520	W5	PA / Sr. Asst / Driver Gr. I / MCM / Draftsman / JE – II / Station Controller / Train Operator / Vig. Inspector Gr. II
Non Executive Group NE2 (Non Supervisor)	Non Executive	10170 – 18500	W4	Steno / Assistant / Drivers / Maintainers / Asst. Station Controller / Station Asst / General Asst / Steno
	Non Executive	8000 – 14140	W3	Skilled / Jr. Station Assistant / Jr. Asst / DEO / Driver
Non Executive Group NE1 (Non Supervisor)	Non Executive	6670 – 11470	W2	Semi – Skilled (Civil / Elect / S&T / Accounts / Stores / PB / Arch / Opn)
	Non Executive	6090 – 9300	W1	Unskilled (Civil / Elect / S&T / Accounts / Stores / PB / Arch / Opn)

Note: Compensation Structure, allowances and benefits shall be as per “Terms of Appointment”.

11. Budget Provision For:

Gol Approved Funding Plan –

Source	(Rs Cr)	Percentage
Equity by Govt. of India	2,402.7	10.4%
Equity by Govt. of Maharashtra (GOM)	2,402.7	10.4%
Sub Debt by Govt. of India	1,024.5	4.4%
Sub Debt by GOM	1,615.1	7.0%
Property development + Impact fee	1,000	4.3%
Stakeholder contribution (MIAL)	777	3.4%
ASIDE funding/MMRDA Grant	679	2.9%
JICA loan	13,235	57.2%
Total Project Completion Cost	23,136	100.0%

MUMBAI METRO RAIL CORPORATION							
Funds Sanction and Released Status							
Source of Funding		FY 2015-16		FY 2016-17		FY 2017-18	
		Sanction	Released	Sanction	Released	Sanction	Released
GoI	Equity	36.60	36.60	321.00	321.00	300.00	300.00
	Sub- Debt	30.32	30.32	52.00	52.00	100.00	100.00
	PTA	106.64	106.64	736.00	736.00	2,475.00	2,475.00
	Total	173.56	173.56	1,109.00	1,109.00	2,875.00	2,875.00
GoM	Equity	36.55	36.55	321.00	321.00	300.00	200.00
	Sub- Debt	55.32	55.32	90.47	90.47	130.00	0.0
	Total	91.87	91.87	411.47	411.47	430.00	200.00
Grand TOTAL		265.43	265.43	1,520.47	1,520.47	3,305.00	3,075.00

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

NIL

13. Particulars of the recipients of concessions, permits or authorization granted:

NIL

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

URL to MMRCL website www.mmrc.com

15. Particulars of facilities available to citizens for obtaining information:

- MMRCLs website www.mmrc.com may be referred for desired information. If the desired information is not available in the website it may be asked for in writing. MMRCL will provide the same and if not available with MMRCL, the concern officer will facilitate wherever possible.
- Any citizen of India who desires to obtain any information under the Right to Information Act, 2005 (Act) may make a request to the Public Information Officer/Assistant Public Information Officer.

Application Fee

- In accordance to directives given in the Gazette notification issued by Deptt. Of Personnel & Training, Ministry of Personnel, Public Grievances and Pension, Govt. of India, vide no. 34012/8(s)/2005-Estt.(B) dated 16.09.2005, the application for obtaining Information under sub-section (1) of section 6 must be accompanied by prescribed application fee. At present the application fee is as Rs 10.
- **Mode of payment: By cash** against proper receipt or by **demand draft/banker's cheque/postal order drawn in favor of 'Mumbai Metro Rail Corporation Ltd.'**
- Persons who belong to **BPL** category are **not required** to pay any fee provided necessary documents are produced in support of their claim.

Additional fee

- In case additional fees are required, the applicant will be informed about the same.

16.Details of AA, PIO:

Sr. No.	Appellate Authority	Public Information Officer	Designation
1.	Appellate Authority-1 Shri. S.K. Gupta- Director (Projects)	PIO – 1 Shri. S.R.Nandargikar	Advisor (Co-ordination)
2.		PIO – 2 Shri. Rajesh Kumar Mittal.	CPM/1
3.		PIO – 3 Shri. Ravi Ranjan Kumar,	CPM/2
4.		PIO – 4 Shri. Umashankar Virat,	CPM/3
5.		PIO – 5 Shri. Suyash Trivedi,	CPM/4
6.		PIO – 6 Shri. C.M. Jadhav,	CPM/5
7.		PIO-07 Shri. S.K. Kulshrestha	Advisor (Track)
8.		PIO – 8 Shri. Paras Kamble	Sr. DGM, (Safety)
9.	Appellate Authority-2 Shri. A.A. Bhatt- Director (Systems)	PIO – 9 Shri. Rajeev Kumar	GM (S & T)
10		PIO – 10 Shri. Rajeev	GM (Rolling Stock)
11	Appellate Authority-3	PIO – 11 Shri. Swetal Kanwalu	AGM (Town-Planning)
12		PIO – 12	Sr. DGM (Env.)

	Shri. R. Ramana- Executive Director, (Planning)	Shri. Ajay Fulmali	
13		PIO - 13 Kum. Ritu Deb	Company Secretary
14		PIO - 14 Smt. Vaidehi More	AGM (PR)
15		PIO - 15 Shri. G. Kotwani	OSD (Co- ordination)
16		PIO - 15 Shri. Sanjay Dani	Advisor (Security)
17		PIO - 17 Smt. Maya Patole	GM (R & R)
18		PIO - 18 Mrs. Madhavi Sardeshmukh	GM (Lands)
19	Appellate Authority-4	PIO - 19 Mrs. Sudha Apte	GM (Accounts)
20	Shri. Abodh Khandelwal- Director (Finance)	PIO - 20 Shri. J.R.Dabhadkar	OSD (Finance)
21	Appellate Authority-5	PIO - 21 Smt. Maya Patole	GM (HR)
22	Shri. R. Ramana- Executive Director, (Planning)	PIO - 22 Mrs. Madhavi Sardeshmukh	GM (Admin)
23		PIO - 23 Mr. Avinash Patil	Officer of Special Duty (HR)
24		PIO - 24 Mrs. Jaishree Deherkar	Manager (Legal)

17. Such Other information as may be prescribed

NIL.

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