

# 17 POINTS DISCLOSURES

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**GUWAHATI METROPOLITAN DEVELOPMENT AUTHORITY**

STATFED BUILDING, BHANGAGARH, GUWAHATI-781005

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## 1. PARTICULARS OF AUTHORITY, FUNCTIONS AND DUTIES

### About Guwahati

Guwahati, the capital of Assam and the only metropolitan city in the entire North Eastern Region is also the entry point for the North Eastern Region. The city has a rich historical past. Earlier the city was known as Pragjyotishpur which finds mention in Mahabharat, Ramayana, Raghubansha of Kalidas, During British days Guwahati lost its political pre-eminence to Shillong which they chose as state capital. In 1971 with reorganization of Assam State, Guwahati again recovered its political, Pre-eminence in north east region by becoming capital of Assam.

The situation of Guwahati is extremely picturesque. To its north rolls the mightily river Brahmaputra, the south and the eastern sides are surrounded by two rows of semi-circular hillocks, the cardinal points of Guwahati are  $26.10^{\circ}$  North latitude and  $92.49^{\circ}$  East longitude. The average elevation of this plain is about 52m from the mid sea level though there are many higher as well as low pockets within the area.

Early settlement took place in this Guwahati plain along the river Brahmaputra and gradually extended upto the railway line and beyond in the south during the fifties and sixties resulting in new settlements like Sarania, Gandhibasti, Lachit Nagar, Santipur etc. During the same period Maligaon and Jalukbari area were also developed to the west of the Guwahati plain through the Kamakhya corridor, due to establishment of N.E.F Railway Headquarters at Maligaon and the University at Jalukbari. During the seventies due to shift of capital from Shillong the city further expanded into the Beltola plain through the narrow corridor like Fatasil, Dispur and Noonmati. Resulting in developments of settlements such as Khanapara, Basistha, Kahilipara, Kalapahar, Narengi etc. However, further expansion of the city beyond the Beltola plain in the east and south is restricted due to the existence of Khasi and Jaintia Hills ranges.

Guwahati's population reaches about 1.26 million as per 2011 census (Provisional figure). It has turned into a Metropolitan City and is envisaged to reach about 2.2 million by 2025.

### About GMDA

The GMDA was established in 1992 as per Guwahati Metropolitan Development Authority Act 1985 (amended). It replaced the erstwhile Guwahati Development Authority constituted in 1962 under the Town and Country Planning Act, 1959 (amended). In order to ensure planned

development of the Metropolitan Area, GMDA had adopted the Master Plan and Zoning Regulations prepared by the Town and Country Planning Department, Govt. of Assam in the year 1992. GMDA prepared a new Master Plan and Zoning Regulation 2025 for Guwahati which came into force with effect from 07/07/2009.

As per section 126 of the GMDA Act, with the constitution of this Authority, the relevant section of the GMC Act, 1969 (Assam Act-I of 1973), Assam Town and Country Planning Act, 1959 (Assam Act-I of 1960), Assam Municipal Act, 1956 (Assam Act-IV of 1957) and Assam Panchayat Act 1972, along with its upto-date amendments and rules & regulation there under in consistent with provisions of this Act cease to operate within the territorial limit of Guwahati Metropolitan Area.

### Territorial Jurisdiction

As per new revised Master Plan for Guwahati 2025, GMDA's jurisdiction extends over an area of 328 sq.km. covering the entire Guwahati Municipal Corporation area, entire North Guwahati Town Committee area and some revenue villages of Silasundari Ghopa Mouza, Pub Barsar Mouza, Dakhin Rani Mouza, Ramcharani Mouza, Beltola Mouza.

### Preamble of the ACT

The preamble of the GMDA Act reads as follows:-

"Whereas it is expedient to provide for the establishment of an Authority for the enforcement and execution of the Master Plan and for the formulation and execution of schemes for the planned development of Guwahati Metropolitan Area, for the co-ordination and supervision of the execution of such plans and schemes with the object of securing proper living and sanitary conditions, to conserve and promote the public health, safety and general welfare of the people living therein and for matters connected therewith or incidental thereto".

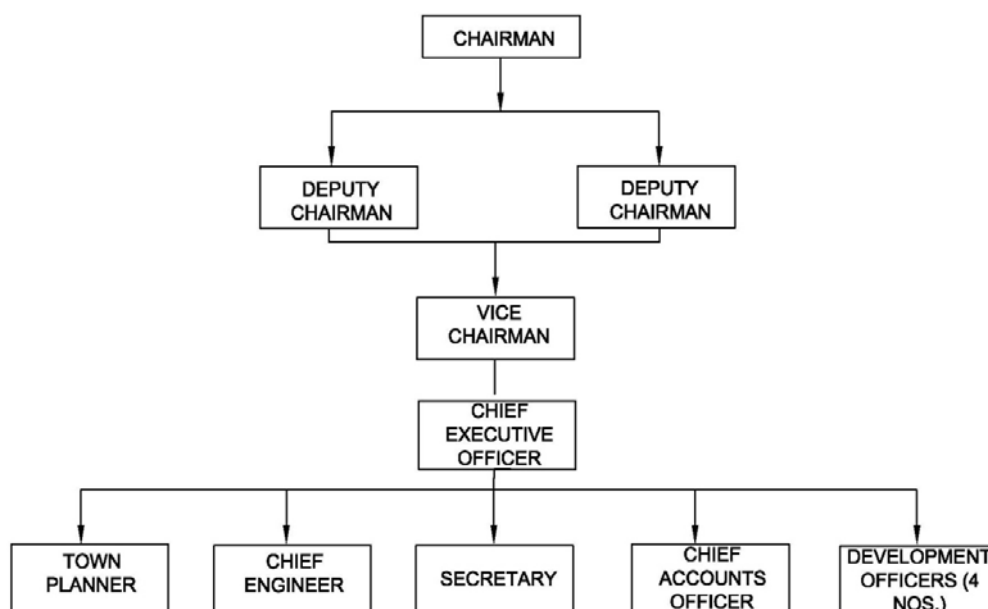
### Functions of GMDA

GMDA's functions include the following:

<b>Planning</b>	: Preparation & enforcement of Mater Plan and Zoning Regulation.
<b>Development</b>	: Preparation and execution of development schemes. To carry out or cause to be carried out such works as are contemplated in the Master Plan.
<b>Regulation</b>	: To regulate and control the development through

and Control	statutory plans and other measures.
Co-ordination	: To co-ordinate development activities of other public agencies operating within Guwahati Metropolitan Area.

**ORGANIZATION STRUCTURE OF  
GUWAHATI METROPOLITAN DEVELOPMENT AUTHORITY**



**2. POWERS AND DUTIES OF THE OFFICERS AND EMPLOYEES**

- The Chief Executive Officer of this department exercises all powers of the department as the Administrative Head of the department.
- The Secretary of this department looks after various administrative jobs as per allotment of works to various officer/staffs and put up the files to Chief Executive Officer with views and suggestion for final decision.
- The Development Officers supervise various projects and developmental activities.
- The Town Planner of this department looks after the Master Plan works along with the building and land related works.
- The Chief Accounts Officer of this department looks after various accounts related matters of the department.
- The Chief Engineer of this department looks after the development works of the annual plans schemes, CRF schemes, One time Grants works etc.

- Engineers/JE deal with various developmental works and building permission related works and other works allotted from time to time.
- Assistants deal with all the files and they are custodian of all departmental files.
- Grade-IV staffs are responsible for movements of files and for cleanliness of the department.

**3. PROCEDURE FOLLOWED IN THE DECISION MAKING PROCESS, INCLUDING CHANNELS OF SUPERVISION AND ACCOUNTABILITY**

- (a) Procedure followed in processing of a Land Sale Permission application is at Annexure-I.
- (b) Procedure followed in processing of a Building Permission application is at Annexure-II.
- (c) Procedure followed in processing of an RTI application is at Annexure-III.
- (d) Procedure followed in case of complaint and public grievances is at Annexure-IV.

**4. THE NORMS SET BY IT FOR DISCHARGE OF ITS FUNCTION**

The Chief Executive Officer of the department with the help of the Secretary and other officers/staffs resolves the issues come up to the department. Normally the clerical staff's puts up the files along with other related document to the immediate superior and finally the Chief Executive Officer of the department disposes the issues with decision and direction and accordingly the subordinate officers discharge their duties.

**5. THE RULES, REGULATIONS, INSTRUCTIONS, MANUALS AND RECORDS HELD BY IT OR UNDER ITS CONTROL OR USED BY ITS EMPLOYEES FOR DISCHARGING ITS FUNCTIONS**

- The Guwahati Metropolitan Development Authority Act, 1985 (Amended).
- The Guwahati Non-Bio-Degradable Garbage (Control and Prevention) Act, 2006.
- The Assam Apartment (Construction and Transfer of Ownership) Act, 2006.
- The Guwahati Building Construction (Regulation) Act 2010.
- The Building Byelaws for Guwahati Metropolitan Area 2006 (Amended).

**6. DOCUMENTS THAT ARE HELD BY GMDA**

- The New Revised Master Plan 2025 for Guwahati Metropolitan Area.
- Guwahati Metropolitan Development Authority Act 1985 (Amended).

- Building Byelaws for Guwahati Metropolitan Area 2006 (Amended).

**7. ARRANGEMENT FOR CONSULTATION/REPRESENTATION OF THE PUBLIC IN RELATION TO THE FORMULATION OF ITS POLICY OR IMPLEMENTATION**

There is provision in the GMDA Act for public objections and suggestions to be obtained before finalizing the Master Plan, Development Scheme etc.

**8. BOARDS/COUNCILS/COMMITTEES HELD BY GMDA**

- Sub-Committee on Zoning Appeal (For building permission)
- Common Technical Committee (For building permission)

**9. DIRECTORY OF THE OFFICERS AND EMPLOYEES OF GUWAHATI METROPOLITAN DEVELOPMENT AUTHORITY**

SL.NO	NAME	Designation
1	Dr. M. Angamuthu, IAS	C.E.O. (appointed by Govt.)
2	Mr. Dhiraj Choudhury, ACS	Secretary (on deputation)
3	C.K. Bhuyan,	D.O. (on deputation)
4	Mr. M.N. Ngtey	D.O. (on deputation)
5	Mrs. Atryee Gouswami	D.O. (on deputation)
6	Mr Lankeswar Owarie	T.P. (on deputation)
7	Sri Dilip Kr. Pathak	C.E. (on deputation)
8	Mr Dalim Kr Gogoi	Consultant
9	Mr Ramani Mohan Das	Consultant
10	Sri Babul Chakraborty	Consultant
11	Sri Ajit Kr. Endow	Consultant
12	Mr. Chandan Bhadury	Consultant
13	Mr Samudra Kr Bhuyan	O.S.D.
14	Mr Mantu Bora	A.E.E.
15	Mr Pulak Kalita	A.E.
16	Mr Jadav Goswami	A.E.
17	Mr Hitesh Sarma Medhi	A.E.
18	Mr Ramani Dhar Sarma	A.E.
19	Mr Pradip Ch. Barman	A.E.
20	Mr Rup Konwar Gogoi	A.E.
21	Mr Padum Prasad Bora	A.E.
22	Ms Alaka Talukdar Bhuyan	J.A.

SL.NO	NAME	Designation
23	Ms Pratima Devi	J.A.
24	Ms Nilima Deka	J.A.
25	Mr Abatosh Bhuyan	J.E.
26	Mr Bhubaneswar Barpujari	U.D.A.
27	Mr Mukunda Kalita	Steno
28	Mr Ashok Kr. Sarma	L.D.A.
29	Ms Nirupama Das	L.D.A.
30	Mr Tirtha Nath Sarma	Cashier
31	Mr Hiranya Kr. Saikia	A/C
32	Mr Sukleswar Hazarika	L.D.A.
33	Mr Subhash Sarmah	S.A.
34	Mr Pabitra Boro	Driver
35	Mr Goreswar Boro	Driver
36	Mr Prabhat Nath	Driver
37	Mr Bhupesh Das	Driver
38	Mr Bhagaban Ch. Pathak	Driver
39	Mr Dinesh Sarma	Driver
40	Sri Girin Deka	Driver
41	Sri Arup Das	Driver
42	Sri Khagen Kalita	Driver
43	Md. Tajer All	Driver
44	Mr Prabin Talukdar	Daftory
45	Mr Prabin Barman	Grade-IV
46	Mr Bharat Bordoloi	Grade-IV
47	Mr Pohar Chandra Das	Grade-IV
48	Mr Krishna Ram Deka	Grade-IV
49	Mr Mitra Dhar Deka	R/O
50	Mr Prafulla Ch. Deka	Grade-IV
51	Mr Padma Dhar Bhuyan	Grade-IV
52	Mr Khagen Kalita	Grade-IV
53	Mr Karuna Sarma	Grade-IV
54	Mr Ratneswar Mahanta	Grade-IV
55	Mr Aswini Sarma	Grade-IV
56	Mr Pradip Talukdar	Grade-IV
57	Mr Paresh Sarma	Grade-IV
58	Mr Nibaran Talukdar	Grade-IV

SL.NO	NAME	Designation
59	Mr Dipak Deka	Grade-IV
60	Mr C. H. Ratnam	Grade-IV
61	Mr Aijar Ali	Grade-IV
62	Mr Sabed Ali	Grade-IV
63	Mr Mohar Ali	Grade-IV
64	Mr Dilu Ali	Grade-IV
65	Mr Chandeswar Pasowan	Grade-IV
66	Mr Islam Ali	Grade-IV
67	Mr Bhaskar Pathak	Grade-IV
68	Mr Iddrish Ali	Grade-IV
69	Mr Mafiluddin Ahmed	Grade-IV
70	Mr Lalbabu Pasowan	Grade-IV
71	Mr Sabin Deka	Grade-IV
72	Mr Nara Nath Baishya	Grade-IV
73	Mr Mridul Das	Grade-IV
74	Mr Dhan Baruah	Grade-IV
75	Mr Pradip Pasowan	Grade-IV
76	Smt. Pramila Rabha	Grade-IV
77	Sri Prafull Kumar Roy	Grade-IV
78	Sri Vepada Raju Rao	Grade-IV
79	Sri Biki Basfor	Grade-IV
80	Sri Lakheswar Borah	Grade-IV
81	Md. Ayub Ali	Grade-IV
82	Sri Dhireswar Bezbaruah	Grade-IV
83	Sri Utpal Das	Grade-IV
84	Md. Rekib Ali	Grade-IV
85	Md. Sohid Ali	Grade-IV
86	Md. Jainul Ali	Grade-IV
87	Md. Akhtar Ali	Grade-IV
88	Md. Mehbur Rahman	Grade-IV
89	Md. Nurul Ali	Grade-IV
90	Sri Giren Ch. Das	Grade-IV
91	Sri Nakul Das	Grade-IV
92	Sri Krishna Kanta Das	Grade-IV
93	Md. Fazlul Haque	Grade-IV
94	Md. Mazibur Rahman	Grade-IV
95	Md. Azizur Rahman	Grade-IV
96	Md. Jalal Ali	Grade-IV
97	Md. Tofik Ali	Grade-IV
98	Sri Tapeswar Das	Grade-IV
99	Sri Padmadhar Das	Grade-IV

SL.NO	NAME	Designation
100	Md. Dhanmahmud Ali	Grade-IV
101	Md. Ajimuddin Ahmed	Grade-IV
102	Md. Samaddin Ali	Grade-IV
103	Sri Kanak Bara	Grade-IV
104	Sri Rubul Baishya	Grade-IV
105	Sri Binod Sarmah	Grade-IV
106	Sri Lakheswar Das	Grade-IV
107	Md. Sofiqul Alam	Grade-IV
108	Md. Mukut Ali	Grade-IV
109	Md. Riaj Ali	Grade-IV
110	Shri Jatin Ch. Das	Grade-IV
111	Shri Hari Chandra Das	Grade-IV
112	Md. Jainul Ali	Grade-IV
113	Shri Tuman Das	Grade-IV
114	Shri Samir Das	Grade-IV
115	Md. Abdul Waheb	Grade-IV

#### CONTRACTUAL EMPLOYEES

116	Mr Diganta Dutta	In-charge-Computer Cell
117	Mr Pradip Deka	Computer Operator
118	Mr Phulen Saharia	Computer Assistant
119	Mr Phulen Sarma	J.E.
120	Ms Mridula Sarma	L.D.A.
121	Syed Misbahul Alam	J.E.
122	Mr Tarun Das	Mandal
123	Ms Biva Chakraborty	Computer Operator

#### UNDER PROJECT EMPLOYEES

124	Nabajit Ray	Computer Operator
125	Pramila Kumari	Steno
126	Kishor Talukdar	Grade IV

#### WAGES EMPLOYEES

127	Sri Apurba Kr. Das	Computer Operator
128	Sri Bubul Kalita	Account Assistant
129	Anumani Das	Computer Operator
130	Nayanmani Das	Computer Operator
131	Mridul Bora	Computer Operator
132	Deepjyoti Chakraborty	Computer Operator

SL.NO	NAME	Designation
133	Bapi Das	Computer Operator
134	Nirmal Saikia	Computer Operator
135	Joonmoni Kalita	Computer Operator
136	Kanya Kumari Saikia	Computer Operator
137	Prasenjit Bhakat	Banglow Peon to Chairman
138	Md. Adil Hussain	Generator Operator
139	Ajay Balmiki	Sweeper
140	Sri S. Balmiki,	Sweeper
141	Lakhan Kumar	Sweeper
142	Tapan Biswas	Bungalow Peon for Deputy Chairperson
143	K. Kishore	Bungalow Peon for Deputy Chairperson
144	Shri Aminul Haque	Driver for Deputy Chairperson
145	Shri Paban Deka	P.S. to Deputy Chairperson.
146	Sri Bolo Ram Das	Bungalow Peon, VC
147	Sri Nipu Rabha,	Driver
148	Sri Pranab Talukdar,	Driver
149	Sri Uttam Das	Electrician

**10. MONTHLY REMUNERATION RECEIVED BY THE OFFICER AND STAFFS OF THIS DEPARTMENT**

Sl	Name	Gross Pay	Net Pay
1	Dr. M. Angamuthu CEO	72,071.00	69,463.00
2	Sri C.K. Bhuyan, DO	31,882.00	29,924.00
3	Sri Dhiraj Choudhury, Secy	52,173.00	49,565.00
4	Sri L. Owarie, TP	23,310.00	21,702.00
5	Sri M.N. Ngatey, DO	42,614.00	40,506.00
6	Atryee Goswami, DO	35,793.00	33,685.00
7	Dilip Kr Pathak, CE	61,425.00	57,817.00
8	Mr Dalim Kr Gogoi	30,000.00	29,792.00
9	Mr Ramani Mohan Das	30,000.00	29,792.00

10	Sri Babul Chakraborty	30,000.00	29,792.00
11	Sri Ajit Kr. Endow	30,000.00	29,792.00
12	Mr. Chandan Bhadury	30,000.00	29,792.00
13	Mr. S. K. Bhuyan	30,000.00	25,792.00
14	Sri Pulak Kalita, AE	41,173.00	37,397.00
15	Sri Jadav Goswami, AE	40,741.00	37,265.00
16	Sri H.S. Medhi, AE	42,289.00	38,194.00
17	Sri R.D. Sarma, AE	41,317.00	37,413.00
18	Sri Pradip Barman AE	40,506.00	37,049.00
19	Sri RK Gogoi, AE	40,506.00	30,674.00
20	Sri P.P. Bora, AE	39,966.00	34,778.00
21	Smti A. Talukdar, JA	33,609.00	28,006.60
22	Smti P. Devi, JA	26,841.00	23,750.00
23	Smti N. Deka, JA	26,337.00	22,690.00
24	Sri A. Bhuyan, JE	25,948.00	21,671.00
25	Sri Mantu Bora	46,374.00	46,166.00
26	B. Barpujari	30,058.00	23,967.50
27	Mukunda Kalita	33,866.00	26,933.00
28	Ashok Sarma	24,328.00	17,398.50
29	Nirupama Das	21,122.00	17,588.00
30	T.N.Sarma	20,745.00	12,293.00
31	Hiranya Saikia	19,034.00	15,795.00
32	Sukleswar Hazarika	16,425.00	12,858.00
33	Subhash Sarma	23,642.00	19,588.00
34	Pabitra Boro	19,953.00	17,896.00
35	Goreswar Boro(D)	21,230.00	16,241.60
36	Prabhat Nath(D)	18,405.00	13,412.50
37	Bhupesh Das(D)	18,134.00	14,690.00
38	Bhagaban Pathak(D)	17,397.00	14,238.00
39	Dinesh Sarma(D)	16,249.00	11,573.00
40	Prabin Talukdar	20,565.00	14,914.10
41	P.C. Barman	17,306.00	14,398.00
42	Bharat Bordoloi	17,306.00	12,631.60
43	Pohar Das	17,306.00	12,385.00
44	Krishna Deka	15,813.00	13,316.00
45	Mitra Deka	17,649.00	13,131.00
46	Prafulla Deka	15,813.00	12,469.00
47	Padma Bhuyan	15,913.00	11,657.70
48	Khagen Kalita	15,813.00	10,971.60
49	Karuna Sarma	15,561.00	12,952.00
50	Ratneswar Mahanta	15,114.00	12,147.00
51	Aswini Sarma	15,561.00	12,871.00
52	Pradip Talukdar	14,949.00	13,068.00
53	Paresh Sarma	14,949.00	12,278.00
54	Smt. Pramila Rabha	11,913.00	7,371.00
55	Sri Prafulla Kumar Roy	11,913.00	7,371.00
56	Sri Vepada Raju Rao	11,913.00	10,482.00
57	Sri Biki Basfor	11,913.00	10,482.00
58	Sri Lakheswar Borah	11,913.00	10,482.00
59	Md. Ayub Ali	11,913.00	9,117.00
60	Sri Dhireswar Bezbaruah	11,913.00	9,072.00
61	Sri Utpal Das	11,913.00	10,482.00

62	Md. Rekib Ali	11,913.00	10,482.00
63	Md. Sohid Ali	11,913.00	10,482.00
64	Md. Jainul Ali	11,913.00	10,482.00
65	Md. Akhtar Ali	11,913.00	10,482.00
66	Md. Mehbur Rahman	11,913.00	10,482.00
67	Md. Nurul Ali	11,913.00	9,134.00
68	Sri Giren Ch. Das	11,913.00	10,482.00
69	Sri Nakul Das	11,913.00	9,137.00
70	Sri Krishna Kanta Das	11,913.00	9,871.00
71	Md. Fazlul Haque	11,913.00	10,482.00
72	Md. Mazibur Rahman	11,913.00	10,482.00
73	Md. Ajijur Rahman	11,913.00	10,482.00
74	Md. Jalal Ali	11,913.00	10,482.00
75	Md. Tofik Ali	11,913.00	10,482.00
76	Sri Tapeswar Das	11,913.00	9,139.00
77	Sri Padmadhar Das	11,913.00	10,482.00
78	Md. Dhanmahmud Ali	11,913.00	10,482.00
79	Md. Ajimuddin Ahmed	11,913.00	10,482.00
80	Md. Samaddin Ali	11,913.00	10,482.00
81	Sri Kanak Bara	11,913.00	10,482.00
82	Sri Rubul Baishya	11,913.00	9,117.00
83	Sri Binod Sarmah	11,913.00	10,482.00
84	Sri Lakheswar Das	11,913.00	10,482.00
85	Md. Sofiqul Alam	11,913.00	10,482.00
86	Md. Mukut Ali	11,913.00	10,482.00
87	Md. Riaj Ali	11,913.00	10,482.00
88	Shri Jatın Ch. Das	11,913.00	10,482.00
89	Shri Hari Chandra Das	11,913.00	10,482.00
90	Md. Jainul Ali	11,913.00	10,482.00
91	Shri Tuman Das	11,913.00	10,482.00
92	Shri Samir Das	11,913.00	10,482.00
93	Md. Abdul Waheb	11,913.00	10,482.00
94	Sri Girin Deka, Driver	14,008.00	7,231.00
95	Sri Arup Das, Driver	14,008.00	11,494.00
96	Sri Khagen Kalita, Driver	14,008.00	10,696.00
97	Md. Tajer Ali, Driver	14,008.00	11,210.00
98	Nibaran Talukdar	13,200.00	9,344.00
99	Dipak Deka	13,200.00	11,966.00
100	C.H. Ratnam	13,200.00	11,598.00
	Aijar Ali	13,200.00	10,691.00
101	Sabed Ali	13,200.00	11,966.00
102	Mohar Ali	13,200.00	11,133.00
103	Dilu Ali	13,200.00	11,966.00
104	Chandeswar Pasowan	13,200.00	9,606.00
105	Islam Ali	13,200.00	11,966.00
106	Bhaskar Pathak	13,200.00	9,412.00
107	Idrish Ali	13,200.00	10,066.00
108	Mafiluddin Ahmed	13,200.00	11,523.00
109	Lalbabu Pasowan	13,200.00	11,329.00
110	Sabin Deka	13,200.00	11,966.00
111	Nara Nath Baishya	13,200.00	11,265.00
112	Mridul Das	13,200.00	10,066.00

113	Dhan Baruah	13,200.00	10,066.00
114	Pradip Pasowan	13,200.00	10,751.00

#### Monthly Remuneration of Contractual Employee

1	Diganta Dutta, Incharge Computer Cell	12,000.00	10,313.00
2	Sri Pradip Deka, Computer Operator	10,500.00	9,148.00
3	Sri Phulen Saharia, Computer Assistant	10,500.00	10,292.00
4	Sri Phulen Sarma, JE	6000.00	5,925.00
5	Syed Misbahul Alam, JE	6000.00	5925.00
6	Smti Mridula Sarma, Jr Asst.	10,500.00	10,292.00
7	Ms Biva Chakraborty, Jr Asst.	10,500.00	10,292.00
8	Sri Tarun Das, Mandal	8,000.00	7,890.00

#### Monthly Remuneration of Waged Staff

1	Sri Apurba Kr. Das Computer Operator	7,000.00	6,925.00
2	Sri Bubul Kalita Acctt. Asst.	6,000.00	5,925.00
3	Anumani Das Computer Operator	6,000.00	5,925.00
4	Nayanmani Das Computer Operator	6,000.00	5,925.00
5	Mridul Bora Computer Operator	6,000.00	5,925.00
6	Deepjyoti Chakraborty Computer Operator	6,000.00	5,925.00
7	Bapi Das Computer Operator	6,000.00	5,925.00
8	Nirmal Saikia Computer Operator	6,000.00	5,925.00
9	Joonmoni Kalita Computer Operator w.e.f. 10.8.12	6000.00	10,183.00
10	Kanya Kumari Saikia w.e.f. 22.8.12	6000.00	7,860.00
11	Prasenjit Bhakat Banglow Peon to Chairman	4,500.00	4,470.00
12	Md. Adil Hussain Generator Operator	4,500.00	4,470.00
13	Ajay Balmiki Sweeper	2,000.00	2,000.00
14	Sri S. Balmiki, Sweeper	3,400.00	3,400.00
15	Lakhan Kumar	2,500.00	2,500.00

	Sweepar		
16	Tapan Biswas Bunglow Peon for Deputy Chairperson	4,500.00	4,470.00
17	K. Kishore Bunglow Peon for Deputy Chairperson	4,500.00	4,470.00
18	Shri Aminul Haque Driver for Deputy Chairperson	4,500.00	4,470.00
19	Shri Paban Deka P.S. to Deputy Chairperson.	6,000.00	5,925.00
20	Sri Bolo Ram Das Bunglow Peon, VC	4,500.00	4,470.00
21	Sri Nipu Rabha, Driver	4,500.00	4,470.00
22	Sri Pranab Talukdar, Driver	6,500.00	6,425.00
23	Sri Uttam Das Electrician (for six month)	4,500.00	4,209.00

**11. BUDGET ALLOTTED TO EACH OF ITS AGENCY**

There is no agency under GMDA for which budget allotment is provided.

**12. MANNER OF EXECUTION OF SUBSIDY PROGRAMME**

Nil

**13. PARTICULARS OF RECIPIENTS OF CONCESSIONS, PERMITS OR AUTHORIZATION OF GRANTS**

Does not arise

**14. DETAILS IN RESPECT OF INFORMATION AVAILABLE TO OR HELD BY IT, REDUCED IN AN ELECTRONIC FORM**

Public may visit GMDA's website *www.gmda.co.in* for status of their application for building/land sale permission, Master Plan, Building Byelaws, Citizen Charter and other information of the Authority.

**15. FACILITIES AVAILABLE FOR CITIZENS FOR OBTAINING INFORMATION INCLUDING WORKING HOURS OF LIBRARY OR READING ROOM, IF MAINTAIN FOR PUBLIC USE**

- Through the direct contact with the department
- Through the Guwahati Development Department

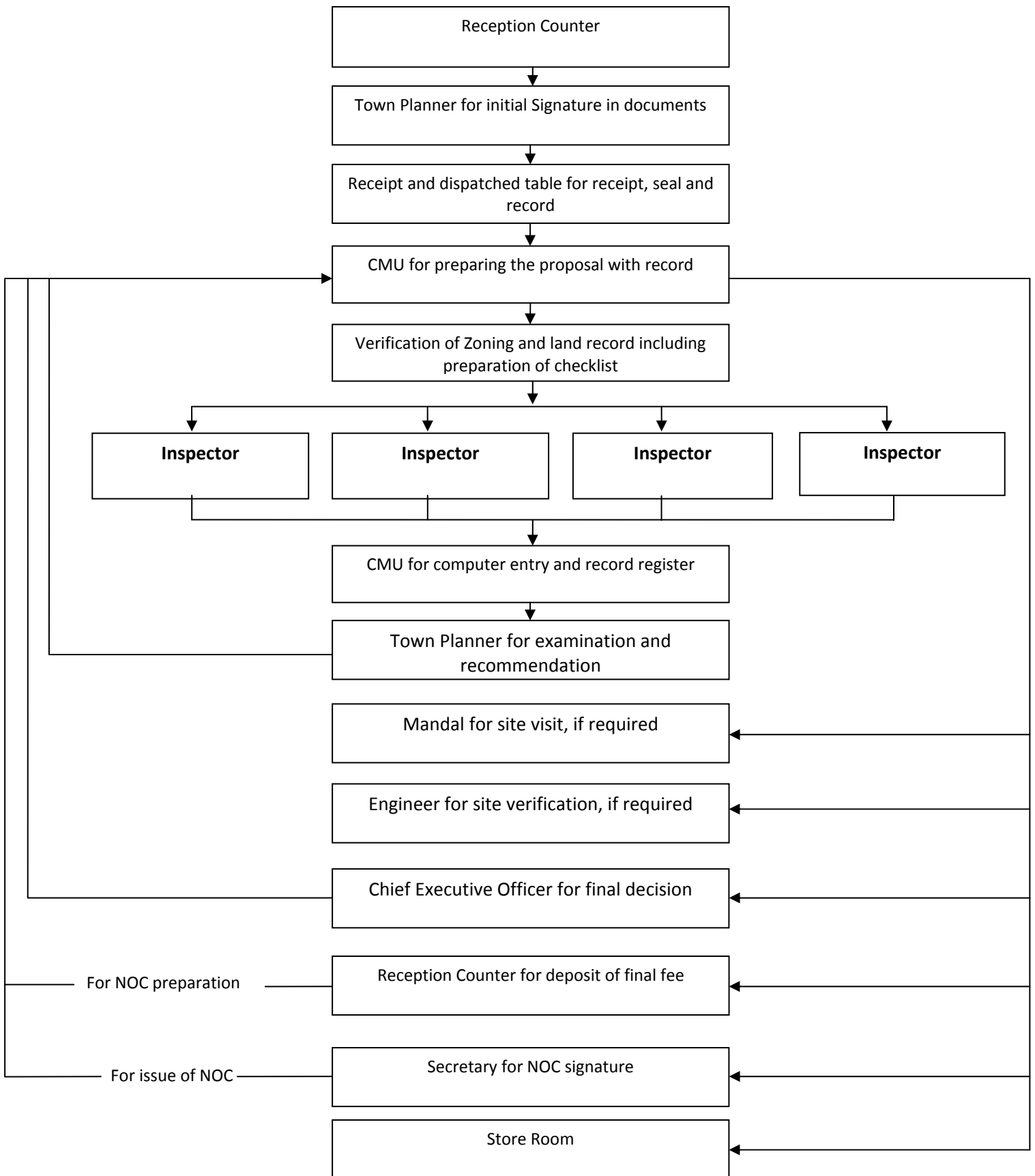
**16. NAMES AND DESIGNATION OF 1ST APPELLATE AUTHORITY AND STATE PUBLIC INFORMATION OFFICER**

1. Dr. M. Angamuthu, IAS  
<sup>st</sup>  
1 Appellate Authority  
and  
Chief Executive Officer,  
Guwahati Metropolitan Dev. Authority  
Bhangagarh, Guwahati-781005.  
Ph- 0361- 2529650 (O)
2. Smt. A. Goswami, ACS  
State Public Information Officer,  
and  
Development Officer  
Guwahati Metropolitan Dev. Authority  
Bhangagarh, Guwahati-781005.

**17. SUCH OTHER INFORMATION MAY BE PRESCRIBED**

To provide information to the public as a whole, the services of Directorate of information and Public Relation is utilized by publishing advertisement issuing press notes etc. in local news papers or national dailies from time to time.

[Dr. M. Angamuthu, IAS]  
Chief Executive Officer  
Guwahati Metropolitan Dev. Authority  
Bhangagarh, Guwahati-781005

**FLOW CHART OF THE PROCESS OF LAND SALE PERMISSION****Time Slot:**

- |  |  |
|--|--|
| A. Counter- 2 (two) working days                           | F. Assessment Fee after approval by CEO- 2 (Two) days  |
| B. CMU- 4 (four) working day                               | G. Preparation & issue of NOC after approval from CEO and after receipt of additional fee from the applicant- 3 (Three) days |
| C. Inspection/verification of zone- 7 (Seven) working days |  |
| D. Town Planner- 7 (Seven) days                            |  |
| E. Secretary- 3 (Three) days                               |  |

N.B. (1) Seven (7) days have been kept as grace days for unforeseen development.

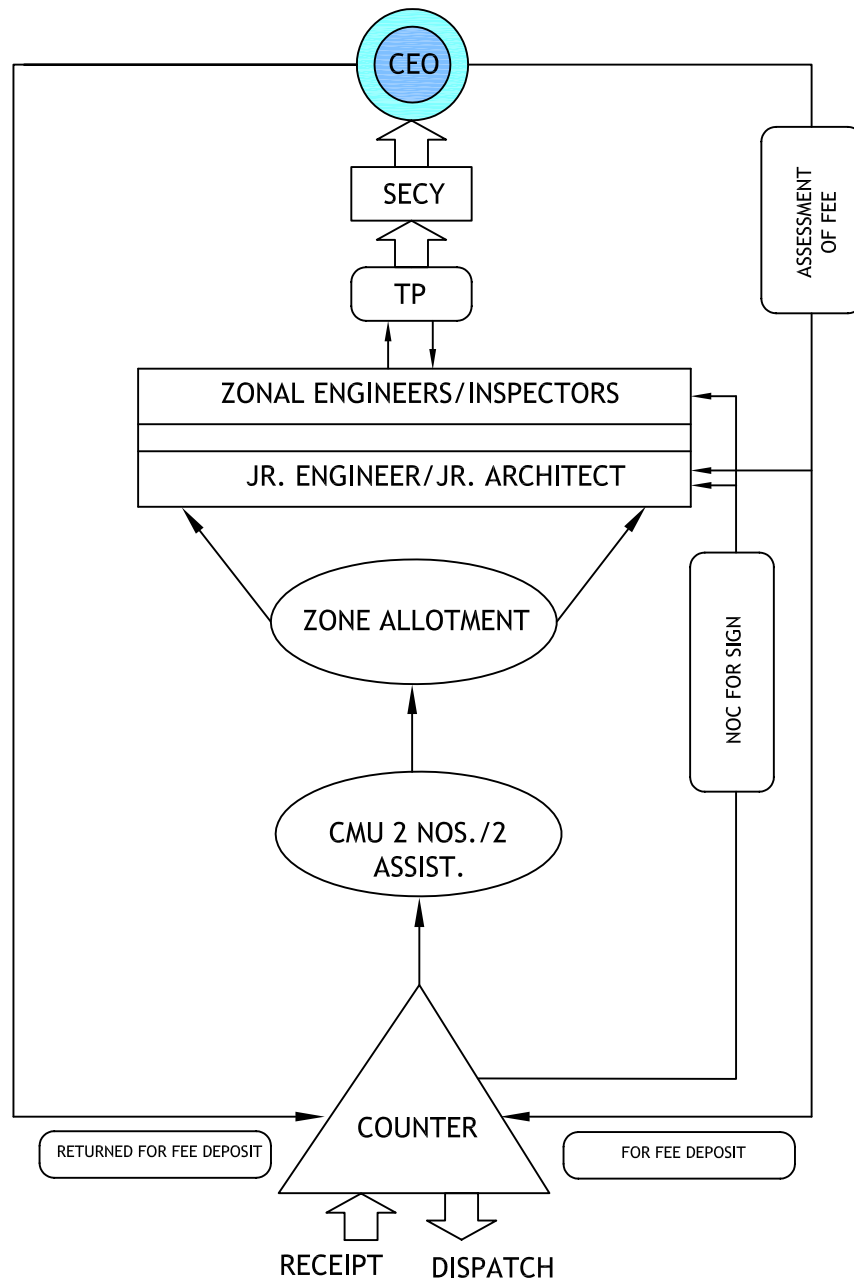
(2) The time frame is for proposals without any objection.

(3) Permission having objection will follow the same time frame from the stage where objection has taken place.

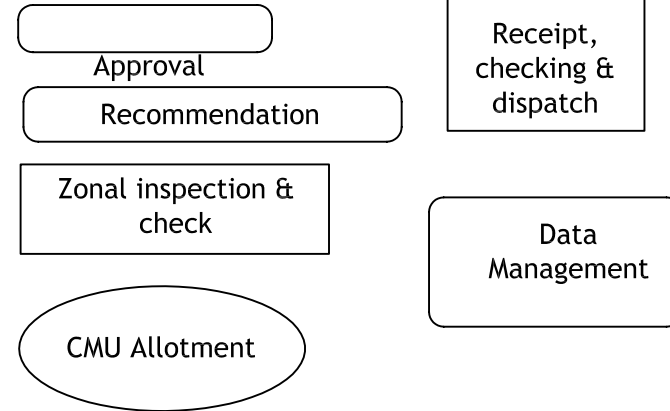
(4) Applicant can view file status by entering file no. in GMDA's website.

## ANNEXURE-II

### FLOW CHART OF THE PROCESS OF BUILDING PERMISSION UPTO G+2



#### ACTIVITIES



#### Time Slot:

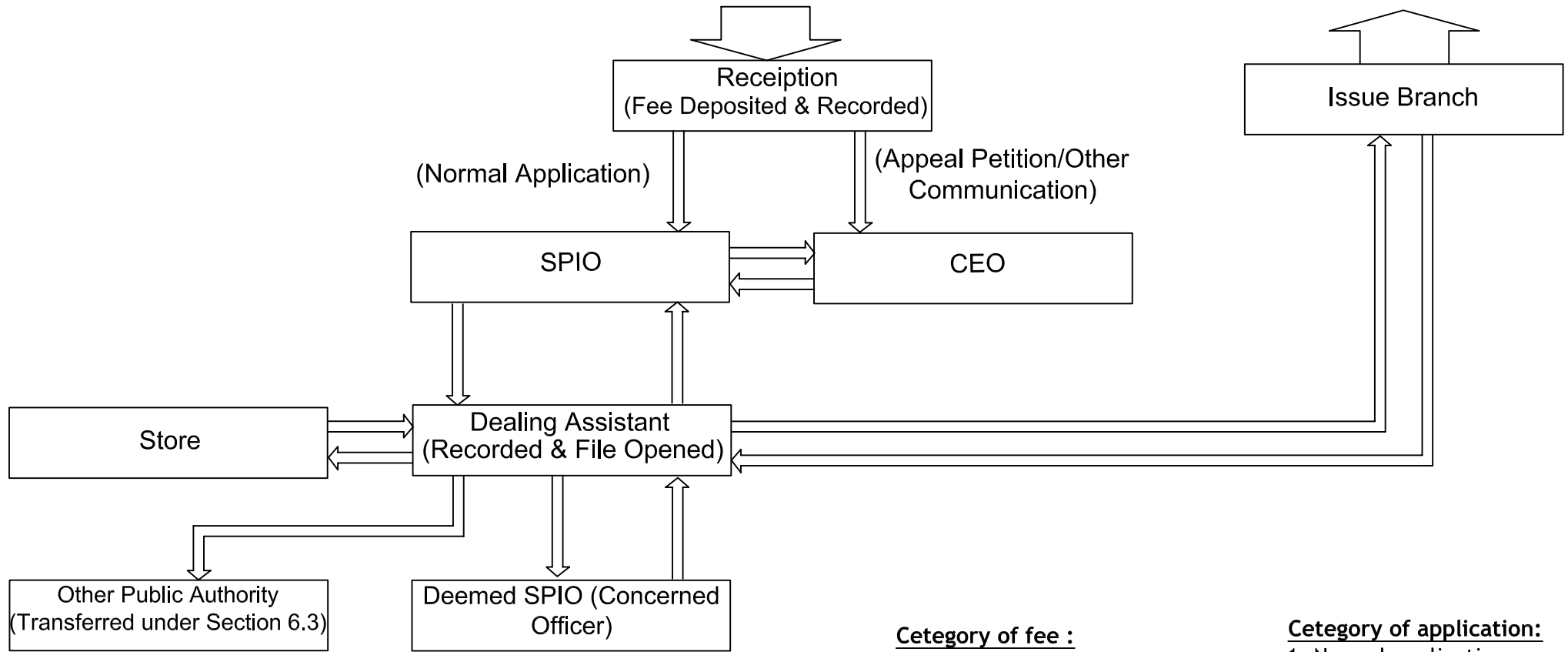
- A. Counter to CMU Same day
- B. CMU- 1 (One) day
- C. Inspecting staff- 7 (Seven) working days
- D. Town Planner- 7 (Seven) days
- E. Secretary- 3 (Three) days
- F. Assessment Fee after approval by CEO- 2 (Two) days
- G. Preparation & issue of NOC after approval from CEO and after receipt of additional fee from the applicant- 3 (Three) days
- H. Building above G+2 will require approval of High-Rise Committee.
- I. Construction with deviation will require approval of Sub-committee and Vice Chairman for compoundable regularization.

#### N.B.

- (1) Seven (7) days have been kept as grace days for unforeseen development.
- (2) The time frame is for proposals without any objection.
- (3) Permission having objection will follow the same time frame from the stage where objection has taken place.
- (4) Applicant can view file status by entering file no. in GMDA's website.

# FLOW CHART, CELL: RTI

Annexure-III



**Category of fee :**

1. Electronic fees for 17 points disclosures
2. Application fees
3. Photocopy cost
4. Electronic medium Disc. Etc.
5. Other charges, inspection etc.

**Category of application:**

1. Normal application
2. Appeal petition
3. Other Communication

## Annexure-IV

### Complaint and Public Grievances

- (1) Secretary, GMDA is the In-charge of the Public Grievances Cell.
- (2) One LDA maintains all records and timely disposal of the matters.
- (3) All Engineers and Inspectors make inspection on every 2<sup>nd</sup> and 4<sup>th</sup> Fridays of every month in their respective zones.
- (4) They submit report to Secretary through the Town Planner.
- (5) Action against unauthorized construction is initiated as per Section 87 & 88 of GMDA Act as per above report.
- (6) Minimum five days notice is required for demolition, sealing of property as per provision of the Act.
- (7) District and Session Judge is the Appellate Authority to hear all appeals arising out of orders given by the Authority.