

4(i) The particulars of its organization, functions and duties.

The provision under section 4(b) of the Right to Information (RTI) Act. relates to obligations of Public Authorities to publish various information pertaining to the Authority Department within the prescribed period. The Municipal Corporation, Faridabad is governed under the Haryana Municipal Corporation Act.,1994. The information pertaining to the particulars of organization its function and duties, other similar information is given here under :-

1. Faridabad is the biggest Urban agglomeration of Haryana consisting of Old Municipal Towns of Faridabad, Ballabgarh, New Industrial Town alongwith 38 revenue villages. The Development Plan of Faridabad comprises of 91 Sectors (maximum number of Sectors in any development plan of Haryana) with the biggest projected population of 10 lacs upto 2001 and 17.5 lacs upto 2011 A.D. Following list shows the past trends regarding decennial growth of population which is the highest in comparison to any town in Haryana.

<u>Year</u>	<u>Population</u>
1961	56000
1971	1.22 lacs
1981	3.27 lacs
1991	6.13 lacs
2001	10.53 lacs
2005	13.00 lacs

The above table shows that the Faridabad had crossed projected population in the actual census figures in the year 2001.

Faridabad is also the biggest industrial town of Haryana having three numbers of Railway Stations namely Old Faridabad, N.I.T., Faridabad and Ballabgarh. This is the only town in Haryana having four numbers of Tourist Complexes namely Suraj Kund, Badkhal, Magpie and Aravali Golf Club and Restaurant. Faridabad is also the only town of Haryana which is presently having more than 13 lacs population and which is the only town having Metropolitan Town status and the only, Municipal Corporation since 1994 of the state.

Faridabad is also the only Delhi Metropolitan Area Town (D.M.A Town) of Haryana which has the proposed eastern and western peripheral Express Ways encircling Delhi for faster movement of inter-state traffic connecting all the Delhi Metropolitan Area towns and all National Highways around Delhi. Urbanisable area of Faridabad is abutting South Delhi, which is the highest demand area of Delhi near Badarpur Border.

Apart from above, Faridabad is also famous for its sports and cultural activities having International Level Cricket Stadium, Athletics Stadium, Open Air Theaters in Sector-12 and SurajKund, 725 seated Air-Conditioned Indoor Auditorium alongwith Air-Conditioned Conference Hall, Town Park and an area of around 300 acres of City Centre having commercial, administrative and recreational facilities on Delhi Mathura Road in the Centre of the Faridabad Town.

Faridabad town is also having the famous historical monuments of archeological importance at Suraj Kund and Nahar Singh Palace at Ballabgarh. The importance of Faridabad is also very well established by large influx of migrant workers from the adjoining states creating uncontrollable development of Jhuggi Jhopries, slums and unauthorized colonies every here and there which is also creating an alarming situation for Haryana Govt. as well as for the Municipal Corporation Faridabad from social aspects, to provide civic amenities and rehabilitation for this population which is the biggest challenge for the future of Faridabad.

2. **Geographical Features** :- Municipal Corporation is situated on Delhi-Mathura National Highway No.2 at a distance of 32 Km from Delhi. This Corporation being within a radius of 30/40 Km radius of Delhi, is one of the ring towns of Delhi Master Plan. The town is bounded on the north by Delhi, on the East by Agra and Gurgaon Canals and on the west by Aravali hills. The river Yamuna flows very near to the city in the North but moves away as it goes towards the south. The new development of the town is proposed on the east of canals.

3. **Climate** :- Faridabad town experiences a semi-arid climate characterised by wide temperature variations and scanty and irregular rainfall. During summer, temperature may reach upto 45° C in June while in winter it drops to 1.9°C during February, May and June are the hottest and driest months, when dust storms from west prevail with high speed. The average wind velocity is 2.1 km/hours during June and 1.3 km/hour during November. The relative humidity is maximum during August (upto 84%) and minimum during May (upto 16%).

4. **The Present Scenario of Faridabad**

Whereas the development plan of Faridabad Controlled Area projected a population of 13 lacs by /2005 AD, the town achieved this population even before the end of the year 2004 and as is evident from the Census population of 2001 AD, the same is 10.53 lacs. The future development of Faridabad in accordance with the development plan prepared by MCF is being done by HUDA for residential purpose. Housing Board Haryana has also contributed with HUDA for development of various Housing Board Colonies in Faridabad and Haryana State Industrial Development Corporation has joined hands with HUDA for future industrial development as per provision of the Punjab Scheduled Roads & Controlled Area Restriction of Unregulated Development Act, 1963, Punjab Scheduled Roads and Controlled Area Restriction of Unregulated Development Rules 1965 and the provision of the Haryana Development and Restriction of Urban Area Act 1975 and its Rules of 1976. Many colonizers have also been developing private sectors after obtaining the requisite licence, permission/exemption from the Haryana Govt. As per the prevailing norms of HUDA, Housing Board Haryana, HSIDC and private licenced colonizers are maintaining their colonies for the initial period of 5 years of their completion and subsequently these colonies are handed over to this Corporation for their upkeep, future growth and maintenance under the Municipal Corporation Act. It has been the practice of the various development agencies only to transfer the liabilities to the Municipal Corporation and assets are being retained by these agencies for their future earning which is the main bone of contention in the handing over/taking over of these colonies/sectors. Assets includes commercial sites, markets and shopping centres which bring earning of several crores of rupees to the Development Agencies but nothing to Municipal Corporation, Faridabad.

Following are the duties & functions of the Corporation i.e. maintenance & up keep of the following :-

1. 207.88 sq. km of area for cleaning and scavenging
2. 888 Km of Pucca Roads
3. 250 Km of Kuchha Roads
4. 800 Km of Surface Drains
5. 638 Km of Sewer Lines
6. 910 Km of Water Supply Lines
7. 420 Tubewells with two Nos. Ranney wells
8. 22036 Nos. Street Light Points
9. HUDA Sectors (24 Nos.)
10. Privately Developed Sectors
11. Housing Board Colonies (10)
12. Old Faridabad
13. New Industrial Township, Faridabad
14. Ballabgarh Town
15. Villages (31 No.)
16. Approved Colonies (73 No.)
17. Unapproved Colonies, which have recently been recommended for approval by House (47 No.)
18. Public Parks 457 [Developed 288 and Undeveloped 169.]

In addition to above, this Corporation has to provide the necessary amenities and services without any income resulting into very poor financial position of the MCF. It can be observed that many a town level external development facilities like indoor stadium, sports stadium, athletic stadium, Municipal Auditorium, Community Centre, Health Centre and library buildings, Town park, Rose Garden, Dussehra Ground, Fire Brigade facilities, sewerage treatment plant, maintenance and upkeep of bridges, parks, play grounds in the entire Corporation area alongwith development of various infrastructure for social/religious activities in the town, Solid Waste Management, disposals, dairy, piggeries, slaughter houses, cremation ground, burial grounds, Dispensary etc. are being maintained by MCF.

Municipal Corporation Faridabad continues to discharge its responsibility of maintaining, upgrading and developing the civic services efficiently during the year 2005-2006 with a view to create a better tomorrow for citizens of Faridabad. This Corporation fulfilled its duty towards citizens keeping in pace with the aspiration of the citizens despite severe financial constraints and multifarious challenges arising due to all round expansion of Faridabad.

Head wise detail is as under :-

1. Roads :- The condition of the roads in Faridabad is very poor, Hence, strengthening of road network is needed. In addition to it, several roads are to be converted into dual carriageways with provision of Central Verges, Street Light, Signages and service roads. Because of water logging problem, some roads are to be paved with concrete pavements. For renewal of internal roads of Faridabad, for widening, concrete pavements, beautification of roundabouts, slip & service roads and about 60 Nos. approved colonies are there in Faridabad where the road network is negligible.

Total requirement of funds is Rs. 613.58 crores.

Existing break-up of length of roads/paths is as following :-

	<u>Width</u>		<u>Length</u>
(i)	12'	--	648 Kms
(ii)	15'	--	7 Kms
(iii)	18'	--	113 Kms
(iv)	20'	--	7 Kms
(v)	22'	--	225 Kms
(vi)	25'	--	20 Kms
(vii)	32'	--	95 Kms
(viii)	40'	--	3 Kms
			<u>1118 Kms</u>

2. Water Supply :-

1.	Present Population	=	13 Lacs (Approx.)		
2.	<u>Total demand</u>	=	13 x 45 Gallon/ Capita / Day =	58.5 MGD	
	For Domestic		or 266 MLD or	58.5 MGD	
	For Industrial		20 MLD or	4.41 MGD	
	For Commercial		10 MLD or	2.20 MGD	
	For Institutional		34 MLD or	7.49 MGD	
	For Stand Post		30 MLD or	6.61 MGD	
	For Parks		<u>27 MLD</u> or	<u>5.95 MGD</u>	
			<u>387 MLD</u>	<u>85.16 MGD</u>	
3.	Installed Capacity of the system				
	195 MLD or 42.95 MGD from T.Ws				
	45 MLD or 10 MGD from Ranney Well Scheme				
				240 MLD or 52.95 MGD	
4.	Water Produced	=	229 MLD	=	50.44 MGD
5.	Losses	=	35.00 MLD	=	7.71 MGD
	Net Supply	=	194 MLD	=	or 42.73 MGD
6.	Short Fall	=	387 MLD	=	or 85.24 MGD
		=	(-) <u>194 MLD</u>	=	(-) or 42.73 MGD
		=	<u>193 MLD</u>	=	or 42.51 MGD
7.	Proposed scheme to meet short fall of water by way of phase- II Ranney Well Scheme		45 MLD		or 10 MGD

App. Cost of Ranney Well Scheme amounting to Rs. 28 crore App.
Shared by MCF and HUDA is 50%- 50%

The details of existing water supply system are as under :-

1.	T.Ws with pump chamber	420 Nos.
2.	Under Ground Tanks	22 Nos.
3.	Over Head Service Reservoir	15 Nos.
4.	Water Supply Pipeline	910 Kms.
5.	Ranney well	2 Nos.

Augmentation of water supply with the provision of Ranney Well Phase- II. About Rs. 15.22 crore are required for replacement of old lines. The colonies which have been approved by Govt. but there is scarcity water supply. These colonies require for provision of water supply. For augmentation of water supply of Ballabgarh, Old Faridabad & N.I.T.

Total requirement of funds is Rs. 628.69 crore.

3. Sewerage System :-

1.	Length of sewer line	638 Km.
2.	Disposal	13 Nos.
3.	Treatment Plant	3 Nos. (Maintained by PWD P.H.)
(i)	Sewerage Treatment Plant (Zone-I)	20 MLD covering 32 KM ² on the northern side of town from Sector-21 to 47 for the population of 2.66 lacs.
(ii)	Zone- II	45 MLD covering 70 KM ² of the plain area of Sector- 1 to 21, Old Faridabad, Ballabgarh having population of 4.67 lacs.
(ii1)	Zone- III	50 MLD covering 80 KM ² of the N.I.T. area, including Dabua Colony, Jawahar Colony, Sector-23, 24, 25 etc. population 5.00 lacs.

Sewerage system of N.I.T., Old Faridabad and Ballabgarh was laid during the period 1960-1970. The sewer system is normally designed for the normal growth of population for a period of 30 years. The rising graph of population of this industrial town of the last 4 decades has been found many fold of what was expected. The sizes of originally provided sewer lines have also reduced because of continuous silting of the pipes. The sewer pipes mainly R.C.C. pipes have also outlived their lives. With the result, the sewer lines in many parts of these old three towns need replacement with bigger dia pipes. To take up this work in phased manner.

At present, 50% area of the total population is covered with sewer system. There is hardly any sewer line in the colonies which have been approved by the Govt. in recent past. For laying the sewer system in recently approved colonies.

Total proposed expenditure on sewerage system is only Rs. 702.00 crore.

4. Drainage & Storm Water :-

Open surface drain	800 Km.
Storm water disposal	6 Nos.

Drainage system of Faridabad needs renewal by way of reconstruction of Nallahs. Machinery for desilting of Nallahs and Culverts are also required. For master scheme for provision of drainage system in Dabua Colony, Jawahar Colony, Subhash Colony Ballabgarh, etc and also for provision of drainage in recently approved colonies

Total requirement under this head is Rs. 413.57 crore.

5. Solid Waste Management :-

An amount of Rs. 62.84 crore is required in this head.

4(ii) The powers and duties of its officers and employees.

The information pertaining to the powers and duties of its officers and employees and some other similar information has been given in the Haryana Municipal Corporation Act, 1994 which can be procured from the open market.

4(iii) The procedure followed in the decision-making process, including channels of supervision & accountability.

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4(iv) The norms set by it for the discharge of its functions.

These points have been explained in the Citizen Charter framed by the Municipal Corporation, Faridabad. Prior to it there were no hard and fast norms fixed for the discharge of its functions, but the work was done on priority basis.

[Please see Citizen Charter file](#)

4(v) The rules, regulations, instructions, manuals and record, held by under its control or used by its employees for discharging its functions.

The department of MCF is under the overall control of the Urban Development Department of the State of Haryana. Whatever instructions are issued by the Urban Development Department are followed by MCF and other public authorities under its control in the State of Haryana. For many of the functions of MCF, Haryana Municipal Corporation Act, 1994 may be referred to.

4(vi) A statement of the categories of documents that are held by it or under its control.

The main function of the Corporation is to provide civic amenities to the public at large, and for discharge of its functions & duties assigned by the Govt., the MCF has various documents like Haryana Municipal Corporation Act, 1994, Municipal Accounts code, 1930, Building Bye-Laws etc. However, Bye-Laws on various other subject matters are under way of approval from the Govt. as required under the Haryana Municipal Corporation Act, 1994.

4(vii) The particulars of any arrangement that exists for consultation with or representation by the members of the public in relation to the formulation of its policy or implementation thereof.

The House of the Municipal Corporation is composed of 35 elected members from 35 wards (i.e. 1 member from each wards). Meetings of the House of the Corporation are held at regular intervals as per provision made in the Haryana Municipal Corporation Act, 1994, which are presided over by the Mayor of the Corporation. All major decisions are taken in these meetings and the proceedings are circulated to all concerned for implementation.

4(viii) A directory of its officers and employees.

A list of officers of the Corporation alongwith their telephone Nos. is as under :-

MCF Officer's Names & Telephone Numbers

Sr No..	Name of Officers	Designation	Landline Official Phone	Residence Phone Numbers
1)	Smt. Brahmwati	Mayor	2412914	2442036
2)	S/Sh.R.K.Khullar,IAS	Commissioner	2416464, 2416465	2427070, 2416565, 2423833
3)	B.S. Kaliraman,HCS	Jt.Commissioner	2411946	
4)	N.K.Katara	C.E.	2428400	2419988
5)	Dharmender Singh,HCS	Jt.Commissioner	2288174 2284399	2260600
6)	Pushpender Chauhan,HCS	Jt.Commissioner	2241849	--
7)	S.C.Mehta	D.A.	2420095	--
8)	Madalsa Rani	CTP	2418224	---
9)	S.S.Arora	AD.O	2415549	2418400
10)	D.R.Bhaskar	XEN(B)	2291627	2296565
11)	S.S.Singla (Octroi Post)	Asstt.Engineer	2286075	--
12)	Sub Division,Sec.14	Asstt. Engineer	2284351	--
13)	Sub Division,Sec.25	Asstt. Engineer	2236442	--
14)	Boosting Sec.9	Asstt. Engineer	2304191	--
15)	S.K.Sharma	ADFO	2284444	4008952
16)	D.N.Sharma	ADFO	2412666	2288998
17)	Balak Ram	FSO (B)	2309744	--
18)	Fire Brigade,Sarai	-	2285786	-
19)	Dr.Simmi Arora	Medical Officer	2297477	2291173
20)	N.D.Vashisht	Asstt.Engineer	2277995	2242619
21)	Sub Division,Sec.7	Asstt.Engineer	2304191	--
22)	Sub Division,Sec.8-9	Asstt. Engineer	2311034	--
23)	EPBX Board,MCF		2415549 2411664 2411649 2220934	--
24)	Ashok Kumar	PA to CMC	--	2426466
25)	S.C.Kush	Sr.Town Planner	--	4107797
26)	L.R.Virman	F.C.	--	PWL-252177
27)	Balbir Singh	ZTO	--	2426618
28)	Nirmal Dhama	ZTO	--	2410530
29)	J.P.Sharma	ZTO	--	4059841

30)	Satish Aggarwal	XEN	--	2242679
31)	Mukesh Kasanwal	MOH	--	2230197
32)	SujanSingh Yadav,HCS	Corpn.Secy.	--	2260917
33)	Chandan Pal	Clerk	-	2266240
34)	Ravinder Pal Singla	ATP	-	2906074
35)	S.C.Pundir	XEN	-	2412770
36)	D.C.Sahu	XEN	-	2242283
37)	Anil Mehta	XEN	-	2261274
38)	S.Punia	XEN(Hort.)	-	2431394
39)	D.R.Mittal	XEN	-	2243036
40)	Ashok Rawat	A.E.	-	2304191
41)	Prem Raj Singh	A.E.	-	2280890
42)	Raj Pal Verma	A.E.	-	2416521
43)	Harcharan Singh	A.E.	-	2231291
44)	Raman Sharma	A.E.	-	2290260
45)	O.P.Verma	A.E.	-	2412066
46)	S.S.Singla	A.E.	-	2262542
47)	Anand Swrup	A.E.	-	2264950
48)	O.P.More	A.E.	-	4024047
49)	Umar Farukh	A.E.	--	2248737
50)	Dharam Singh	A.E.	-	4008177
51)	Shyam Singh	A.E.	-	PWL-230337

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

A list of monthly remuneration received by each of its officers is as under :-

Please see file No.-1

4(x) The budget allocated to each of its agency, indicating the particulars of plans, proposed expenditures and reports on disbursements made.

The details on these points have been given in the current Budget of this Corporation, a copy of which is as under:-

Please see file No.-2

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

The subsidies or grants are provided by the State Govt. for various projects/schemes for the benefit of public at large and the same are utilized strictly as per the Govt. instruction/directions within the specified time limit. (details of amounts allocated and beneficiaries attached).