

રાજકોટ શહેરી વિકાસ સત્તામંડળ - રાજકોટ



માહિતીનો અધિકાર અધિનિયમ - ૨૦૦૫

માહિતીનો અધિકાર અધિનિયમ - ૨૦૦૫

પ્રોએક્ટીવ ડીસ્ક્લોઝર

(તા.૦૧/૦૫/૨૦૨૬ની સ્થિતિ મુજબ)

કચેરીનું નામ:- રાજકોટ શહેરી વિકાસ સત્તામંડળ - રાજકોટ

કચેરીનું સરનામું :- શ્રી ચીમનભાઈ પટેલ વિકાસ ભવન,
પોસ્ટ બોક્સ નં.-૨૩૮,
જામનગર રોડ,
રાજકોટ.

ફોન નં.- ૦૨૮૧ - ૨૪૪૦૮૧૦, ૨૪૭૬૮૭૪, ૨૪૭૬૭૯૯

ફેક્સ નં.- ૦૨૮૧ - ૨૪૫૦૫૨૩

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-: પ્રસ્તાવના :-

ભારતનાં સંવિધાને લોકશાહી ગણરાજ્યની સ્થાપના કરેલ છે. લોકશાહીમાં નાગરિકોને માહિતગાર રાખવા અને તેની કામગીરી તેવી માહિતીની પારદર્શિતા માટે જરૂરી છે. દરેક જાહેર સત્તામંડળને કામકાજમાં પારદર્શિતા લાવવા અને જવાબદારીને ઉત્તેજન આપવાના હેતુથી સંસદે માહિતીના અધિકાર બાબતનો અધિનિયમ - ૨૦૦૫ અમલમાં મુકેલ છે.

આ કાયદા હેઠળ દરેક જાહેર સત્તામંડળે માહિતી મેળવવાના અધિકારને સુવિધાપૂર્ણ બનાવે તેવા સ્વરૂપમાં જાહેર કરવાની જોગવાઈ થયેલ છે. લોકોને સરકારી તંત્રની પારદર્શિતા વિશે જાણકારી આપવા તથા કાયદાની પ્રાપ્ત થયેલ માહિતીના અધિકારોનો ઉપયોગ કઈ રીતે કરવો તેની વિગતો જાહેર કરવાનો આ પુસ્તિકાનો મુખ્ય હેતુ છે.

આ પુસ્તિકામાં અત્રેની કચેરીમાં થતી વિવિધ પ્રકારની કામગીરી કચેરી હસ્તકની સત્તાઓ, કર્મચારી / અધિકારીઓની માહિતી તથા જાહેર માહિતી અધિકારી તથા અપીલ સાંભળનાર અધિકારીશ્રીની વિગતો પ્રસિદ્ધ કરવામાં આવેલ છે. આ માહિતી સામાન્ય પ્રજાજન તથા અન્ય સરકારી કચેરીઓ માટે ઉપયોગી થશે.

મુખ્ય કારોબારી અધિકારી
રાજકોટ શહેરી વિકાસ સત્તામંડળ
રાજકોટ

RIGHT TO INFORMATION & OBLIGATIONS OF PUBLIC AUTHORITIES

1. The particulars of its organization, functions and duties.

The Rajkot Urban Development Authority was established on 30.1.1978 by the Panchayats, Housing and Urban Development Department vide notification No.GHB/24/UDA-1177-646(6)-Q2 under the Gujarat Town Planning & Urban Development Act, 1976, which constitutes the Authority for the said urban development area to be called the Rajkot Urban Development Authority which shall consists of the following members:

Sr. No	Name of the Member	Designation	Tel. Number
1	Municipal Commissioner(IAS) Municipal Corporation Rajkot.	Chairman	0281 - 2476874
2	Chief Town Planner Gujarat State Gandhinagar	Ex-Officio Member	079 - 23231669 079 - 23254141 Fax 079-23254111
3	Joint Secretary, UD & UH Dept. Gujarat State Gandhinagar	Ex-Officio Member	079 23251011
4	Collector IAS Rajkot District, Rajkot	Ex-Officio Member	0281-2473900
5	Municipal Commissioner IAS, Rajkot Municipal Corporation, Rajkot.	Ex-Officio Member	0281-2224133
6	Regional Municipal Commissioner(IAS) Regional Municipal Commissioner office, Rajkot	Ex-Officio Member	99784-08872
7	City Engineer Rajkot Municipal Corporation, Rajkot	Ex-Officio Member	96247-11400
8	President, Jilla Panchayat, Rajkot District, Rajkot	Ex-Officio Member	0281-2444426
9	Chairman, Standing Committee Rajkot Municipal Corporation Rajkot	Member	0281-2221520
10	Chief Executive Authority Rajkot Urban Development Authority, Rajkot	Member Secretary	0281-2476799

Functions of the Authority:

As provided in Section 23 of the Gujarat Town Planning & Urban Development Act, 1976 the important functions of the authorities are as under:

- i. To undertake the preparation of development plans under the provisions of this Act, for the urban development area.
- ii. To undertake the preparation of town planning schemes under the provisions of this Act, if so directed by the State Government.
- iii. To carry out surveys in the urban development area for the preparation of development plans or town planning schemes.
- iv. To guide, direct and assist the local authority or authorities and other statutory authorities functioning in the urban development area in matters pertaining to the planning, development and use of urban land.
- v. To control the development activities in accordance with the development plan in the urban development area.
 - (a) To levy and collect such scrutiny fees for scrutiny of documents submitted to the appropriate authority for permission for development as may be prescribed by regulations.
- vi. To execute works in connection with supply of water, disposal of sewerage and provision of other services and amenities.
 - (a) To levy and collect such fees for the execution of works referred to in clause.
 - (b) And for provision of other services and amenities as may be prescribed by regulations.
- vii. To acquire, hold, manage and dispose of property, movable or immovable, as it may deem necessary.
- viii. To enter into contract, agreement or arrangements, with 'any local authority, person or organization as the urban development authority may consider necessary for performing its functions.
- ix. To carry any development works in the urban development area as may be assigned to it by the State Government from time to time.
- x. To exercise such other powers and perform such other functions as are supplemental, incidental or consequential to any of the foregoing powers and functions or as may be directed by the State Government.

2. The powers and duties of its officers and employees

As per Annexure "A" attached.

3. Procedure followed in the decision making process, including channels of supervisor and accountability.

The Authority's main function is planning the area of its jurisdiction. For that purpose, Development Plan, Town Planning Schemes are prepared and Development Control Regulations are also framed. Accordingly, development permissions are given, illegal and unauthorized constructions are detected, and licenses to Architects, Engineers, Structural Engineers, Surveyors (Planners) etc. are issued. All these works are carried out by the Authority through proper channel starting from Surveyor-Planning Assistant-Junior Town Planner- Town Planner- Senior Town Planner-Chief Executive and finally it is submitted to the Chairman for approval and decision.

4. Norms set up by it for the discharge of its functions

Following are the norm set up by the Authority for the discharge of its functions:

Sr. No	Type of Cases/Applications	Time limit for Disposal
01	Small Residential Development permissions	As decided on E-nagar portal
02	Society/Complex(Apartment) Development Permissions	As decided on E-nagar portal
03	Industrial/Commercial/Etc Development Permission	As decided on E-nagar portal
04	Lay-out plan Development Permissions	60Days
05	License to Architects, Engineers, Structural Engineers, Surveyors, Planners, etc.	As decided on E-nagar portal
06	Occupancy Certificate	As per CGDCR-2017
07	T.P. F Form Copy	03Days
08	T.P. Part Plan Copy	03Days
09	D.P. Part Plan Copy	03Days
10	Certificate of Development Charge	24 Hours

Note:- Registration of Person on Record, Online application for Development permission and Building use Certificate may be made through following portal.

www.enagar.gujarat.gov.in,

Project works are under taken by the Authority by taking prior approval of the Board. The execution formalities are being followed as per the existing procedure of State Public Works Department.

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 Authority prepares the Development Plan, Town Planning Schemes and frames the Development Control Regulations in accordance with the Gujarat Town Planning & Urban Development Act, 1976 and its Rules, 1979. Site & Service Schemes for residential purposes and commercial complexes are also undertaken by the Authority by purchasing government land. Individual development permission cases are also issued by the Authority. For all these purposes, the employees are discharging their functions by using the C.G.D.C.R. 2017 Including Amendments under its control.

For execution of project work, PWD manual, technical specifications, tender volumes and measurement and payment procedures in the Performa as decided by the State Public Works Department are adopted and followed.

For execution of housing related work under Pradhan Mantri Awas Yojna and Mukhya Mantri Gruh Yojna we are following guidance and circulars been issue by Ministry of Housing And Urban Affairs (MHUA) and Urban Housing And Urban Development Department Gujarat. Scheme Documents and Time to time issued Circulars are available on Website of Both Authorities.

6. A statement of categories of documents that are held by it or under its control

The following documents are under the control of the Authority.

Sr. No	Details	Amount Rupee
1)	Part Plan of sanctioned Development Plan	300.00
2)	Zoning Certificate of sanctioned Development Plan	200.00
3)	T.P. Scheme Part Plan	300.00
4)	Final plot sketch of T.P. Scheme	500.00
5)	'F" Forms of T.P. Schemes	200.00
6)	Copy of sanctioned layout (Per Page)	1000.00
7)	Copy of sanctioned building plans (Per Page)	1000.00
8)	Copy of occupancy certificate (Per Page)	1000.00
9)	Copy of Board's resolutions (Per 1 resolution)	50.00
10)	RUDA Transport Nagar layout plan	1500.00
11)	RUDA Transport Nagar plot plan with measurement	300.00
12)	RUDA DP color map (A3 size)	5000.00
13)	RUDA TP scheme map	10000.00
14)	RUDA DP sheet no.1 to 29 per sheet	10000.00
15)	RUDA DP color map soft copy	50000.00
16)	Application form of Development permission (1 nos)	25.00
17)	Board Bethak Tharav (1 nos)	50.00

For project works:

- 1) RUDA's resolution for work sanction
- 2) Estimates and draft tender papers
- 3) Tender notice
- 4) Tender forms(submitted)
- 5) Tender evaluation papers
- 6) Work order
- 7) Measurement books
- 8) Running Account Bills and final bill
- 9) Materials consumption register
- 10) Test results of the materials

- 7. The particulars of any arrangements that exists for consultation with or representation by members of the public in relation to the formulation of its policy or implementation thereof.**

The following ex-officio members are included in the Board nominated by the Government.

- 1) Chairman of the Authority appointed by Government
- 2) President, District Panchayat
- 3) Chairman, Standing Committee, Municipal Corporation

- 8. The 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 accessible for public.**

The minutes of the meeting i.e. resolution is accessible to the public by paying the charges fixed by the Authority. However, public is not allowed to attend the Board Meeting.

- 9. A directory of its Officers and employees–**

As per Annexure "B" attached.

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

As per Annexure "C" attached.

11. The budget allocated to each of its agency indicating the particulars of all plans, proposed expenditures and reports on disbursements made.

Projects works estimated expenditure as budgeted in budget year 2025-26

(a) Development Work by PMU

Sr. No.	Proposed Project	Year of Approval	Amount of Budgeted (2025-26) (Rs. Lacs)	Amount of Expenditure April-2026 (Rs. Lacs)
1	Widening & strengthening of Ring Road-2, Phase-2	2024-25	4569.00	3864.95
2	Construction of various Bridge along Road-2, Phase-2	2024-25	1352.00	0.00
3	Construction of 45.00 mtr. DP Road from (Gondal road to bhavnagar road) Ring Road-2,Phase-3	2024-25	1250.00	790.37
4	Construction of 45.00 mtr. DP Road from Khodiyar hotel (gondal road) to kangashiyali village gate	2024-25	650.00	526.08
5	Construction of Village Road from Taraghadi to Baghi village	2025-26	585.00	493.33
6	Construction of metalling road in TP 41 (Sokhda-Maliyasan)	2024-25	236.00	236.00
7	Construction of Road at TP scheme 43 vadvajadi	2025-26	993.90	651.56
8	Construction of C.C. Road at Mahika village	2025-26	226.80	148.00
9	Under Ground Drainage project in kangashiyali village	2024-25	2000.00	1123.78
10	Under Ground Drainage project in Manharpur-Ronki : DTP 38/2	2024-25	1000.00	377.50
11	Drainage Work in 3 villages of RUDA Area.	2024-25	301.34	301.34
12	Water Supply scheme in Manharpur-Ronki : DTP 38/2	2025-26	1000.00	370.19
13	Ring Road-2, Phase-2 central divider Street light projects	2025-26	122.07	122.07

- **The Manner of subsidy of execution program, include the amounts allocated and the details of beneficiaries of such programs.**
- **Pradhan Mantri Awas Yojna & Mukhya Mantri Gruh Yojna - AHP Component**

- Under Vision of Government through Mission “Housing for All -2022” to provide Pakka House to every family of country. Pradhan Mantri Awas Yojna is introduced in year 2015. Under that scheme Rajkot Urban Development Authority is also providing scheme benefit to the Beneficiary under these Components of PMAY Scheme in Ruda Area.
- Under AHP Component Government will provide Ready House to family who do not have any Residential Property in India and want to have Permanent house for their family Residence. For the same under PMAY Scheme Central Government will assist with Rs.1.50 Lacs. and State Government shall assist with Rs.1.50 Lacs for EWS Category House total Rs.3.00 Lacs. And In MMGY Scheme State Government shall assist With Rs.1.00 Lacs for LIG Category.
- During 2015-16 Under RUDA have Constructed 136 Unit under PMAY and have allotted house to slum area Called “Laxmino Dhoro” located at New 150 Ft. Ring Road. Said Awas Yojna has been named as “Dr. Ambedkar Nagar”. For the same total Rs.6.61 Cr. has been assisted (Rs.4.08 by State and Central Government and Rs.2.53 by RUDA)
- Also During 2016-17 RUDA has Constructed 336 Units of LIG Category House and 684 Units of EWS Category Under Mukhya Mantri Gruh Yojna. Said Total 1020 House has been allotted to Economical Weaker Class Group and Lower Income Class Group Beneficiaries. Said Awas Yojna Has been Name as “Vir Savarkar Nagar”. For the same total Rs.25.08 Cr. has been Assisted (Rs.18.75 by State and Central Government And Rs.6.33 By RUDA).
- Under Pradhan Mantri Awas Yojna in year 2016-17 RUDA has submitted DPR for Construction of 1694 Unit of EWS Category House 910 Unit of EWS2 (Approx 40 Sq. Mtr.) Category.
- In this scheme Beneficiary shall pay Rs.3.00 Lacs for EWS 1 And 5.50 Lac for EWS 2. Central and State Government will give Total Rs.3.00 per units. For this 1696 units for which construction has been started in year 2017-18 have been allotted through computerized Draw which was done by than Chief Minister of Gujarat Shri Vijaybhai Rupani. All 1696 Units have been allotted to beneficiary
- To Provide More Assistance to Applicants and looking to demand of the City During 2019-20 RUDA Proposal for Additional 1518 Units of EWS Category Under PMAY Scheme [368 units of EWS 1 (Approx 30 Sq. Mtr.) category and 1150 Units of EWS 2 (Approx 40 Sq. Mtr.) Category]. All Dusalotted made through computerized draw system on date 31/08/2020.
- Demand Survey through from distribution is done in Feb to april 2021 and allotment made through computerized draw system on dt.07/06/2021. Under Mukhya Mantri Awas Yojna in Year 2016-17 AHM has approved DPR from construction 728 Units of LIG category House (Approx 50 Sq. Mtr.) Category and 192 Units of MIG (Approx 60 Sq. Mtr.) category. Budget provision for year 2022-23 is Rs.7.20 Cr.

➤ **Pradhan Mantri Awas Yojna – BLC Component**

- Under Vision of Government through Mission “Housing for All – 2022” to provide Pakka Houses to every family of country Pradhan Mantri Awas Yojna is Introduced in Year 2015. Under that scheme Rajkot Urban Development Authority is also working for providing houses in RUDA area under various components of PMAY scheme
- Under BLC component Government will provide assistance to family for construction of houses on their own plot subject to that family must not have any other residence house in entire India. For the same Central Government will assist with Rs.1.50 Lacs and the State Government shall assist with Rs.2.00 Lacs. Total Rs.3.50 Lacs for New Construction
- Under this scheme RUDA has sanctioned around **2597** Awas by doing survey in 52 Villages of RUDA. Out of **2597** sanctioned Awas **2543** beneficiaries have completed their houses up to March – 2025 and got assistance from the Central and State Government. 33 beneficiaries have been in under process of build their houses while around 21 beneficiaries not willing to take benefits of the scherme and give their consent to cancel their approved form.
- Govt. of India has launched PMAY 2.0 in which total assistant of Rs.4.00 lacs will be provided to beneficiary. For the same Central Government will give assistance of Rs.1.50 Lacs and the State Government’s share will be Rs.2.50 Lacs. Total Rs.4.00 Lacs for New Construction.
- Rajkot Development Authority has sanctioned 459 houses in RUDA area while 82 houses sent for the approval of Ministry.

12. Particulars of recipients of concessions, permits or authorizations granted by it The Authority does not grant or permit any concession to anyone.

13. Details in respect of the information available to or held by it, reduced in an electronic form
No information is available in an electronic form.

14. The particulars of facilities available to citizens for obtaining information including the working hours of a library or reading room it maintained for public use
No such provision is kept.

15. The names, designation and other particulars of the public information officers.

Sr. No.	Branch Name	PIO	Asst. PIO	Contact Number
1	Administrative, Branches	Administrative Officer	Deputy Mamlatdar (ADM Branch)	(O) 0281 2440810
2	Estate Branch	Administrative Officer	Deputy Mamlatdar (Estate Branch)	(O) 0281 2440810
3	Awas Branch	Administrative Officer	Deputy Mamlatdar (Awas Branch)	(O) 0281 2440810
4	Account Branch	Accounts Officer	Accountant	(O) 0281 2440810
5	Unauthorized Construction Branch	Administrative Officer	Deputy Mamlatdar	(O) 0281 2440810
6	PMU Branch	Executive Engineer	Deputy Executive Engineer	(O) 0281 2440810
7	Technical Branch	Junior Town Planner- Ahmedabad Road	Planning Assistant	(O) 0281 2440810
		Junior Town Planner- Jamnagar & Morbi Road	Planning Assistant	
		Junior Town Planner- Kalawad & Bhavnagar Road	Planning Assistant	
		Junior Town Planner- Gondal Road	Planning Assistant	

Appellate Officers

Sr. No	Name	Contact Number
1	Chief Executive Authority (Administrative, Account, Awas, Estate and PMU Branches)	(O)0281-2476799,
2	Town Planner (Technical and Unauthorized Construction Branches)	(O)0281-2440810

16. **Such other information as may be prescribed**

Nil

RAJKOT URBAN DEVELOPMENT AUTHORITY**POINT – 9****ANNEXURE - B**

No	Name & Address	Designation
1	2	3
<u>CLASS - 1</u>		
1	Shri G.V.Miyani	Chief Executive Authority
2	Shri S.M.Gadhvi	Deputy Collector
2	Shri M.B.Kothiya	Senior Town Planner
3	Shri V.B.Savaliya	I/c. Executive Engineer
4	Shri D.K.Pankhaniya	I/c. Town Planner
<u>CLASS - 2</u>		
3	Shri C.S.Palas	I/c. Administrative Officer
4	Shri O.R.Mehata	I/c . Accounts Officer
6	Shri D.K.Pankhaniya	J. T. P.
7	Shri C.S.Shah	J. T. P.
8	Shri B.P.Vagadiya	J. T. P.
9	Shri C.S.Palas	J. T. P.
10	Shri V.B.Savaliya	Deputy Executive Engineer
11	Shri R.S.Kansara	Deputy Executive Engineer
12	Shri B.A.Kotadiya	Deputy Executive Engineer
<u>CLASS – 3</u>		
13	Shri O.R.Mehta	Accountant
14	Shri D.J.Parmar	Deputy Mamlatdar
15	Shri P.H.Vaghela	Planning Assistant
16	Shri R.G.Godhaniya	Planning Assistant
17	Shri J.H.Vithlani	Planning Assistant
18	Shri O.P.Jadeja	Planning Assistant
19	Shri M.V.Solanki	Planning Assistant
20	Shri A. M.Dethariya	Planning Assistant
21	Shri D.C.Vyas	Senior Clark, I/C. Head Clark
22	Shri G.M.Varaniya	Driver
<u>CLASS - 4</u>		
25	Shri H.J.Rathod	Peon
26	Smt. N.V.Monpara	Peon
27	Shri L.M.Parecha	Peon

RAJKOT URBAN DEVELOPMENT AUTHORITY
Statement showing monthly remuneration received by officers and employees

ANNEXURE – C

No	Name & Address	Designation	Basic Pay
1	2	3	4
<u>CLASS - 1</u>			
1	Shri G.V.Miyani	Chief Executive Authority	86,100/-
2	Shri S.M.Gadhvi	Deputy Collector	71,100/-
3	Shri M.B.Kothiya	Senior Town Planner	81,200/-
4	Shri V.B.Savaliya	I/c. Executive Engineer	73,400/-
5	Shri D.K.Pankhaniya	I/c. Town Planner	65,200/-
<u>CLASS – 2</u>			
6	Shri C.S.Palas	I/c. Administrative Officer	58,000/-
7	Shri O.R.Mehta	I/c .Accounts Officer	49,000/-
8	Shri D.K.Pankhaniya	J. T. P.	65,200/-
9	Shri C.S. Shah	J. T. P.	58,000/-
10	Shri B.P.Vagadiya	J. T. P.	58,000/-
11	Shri C.S.Palas	J. T. P.	58,000/-
12	Shri V. B. Savaliya	Deputy Executive Engineer	73,400/-
13	Shri R.C.Kansara	Deputy Executive Engineer	56,300/-
14	Shri B.A.Kotadiya	Deputy Executive Engineer	56,300/-
15	Shri M.R.Vaghela	Assistant Engineer	67,200/-
<u>CLASS – 3</u>			
16	Shri O.R.Mehta	Accountant	49,000/-
17	Shri D.J.Parmar	Deputy Mamlatdar	43,600/-
18	Shri P.H.Vaghela	Planning Assistant	50,500/-
19	Shri R.G.Godhaniya	Planning Assistant	49,600/- (Fix)
20	Shri J.H.Vithlani	Planning Assistant	49,600/- (Fix)
21	Shri O.P.Jadeja	Planning Assistant	49,600/- (Fix)
22	Shri M.V.Solanki	Planning Assistant	49,600/- (Fix)
23	Shri A.M.Dethariya	Planning Assistant	49,600/- (Fix)
24	Shri D.C.Vyas	I/c. Head Clark	27,900/-
25	Shri D.C.Vyas	Senior Clark	27,900/-
26	Shri G.M.Varaniya	Driver	41,800/-
<u>CLASS – 4</u>			
27	Shri H.J.Rathod	Peon.	38,300/-
28	Smt. N.V.Monpara	Peon	37,200/-
29	Shri L.M.Parecha	Peon.	19,900/-