

BUS ROUTE ROADS DEPARTMENT

INTRODUCTION

A pedestrian city revolution has taken place in the city of Chennai in the form of development of Roads and footpath. This Department is in charge of improvement and maintenance 471 Bus Route Roads in Chennai City comprising to a length of 387Km and pedestrian footpath in Bus Route Roads

All Capital works like relaying of Bus Route Roads, traffic improvement works like widening of roads, forming Footpath, Traffic Island, Construction of Centre Median with Granite stone, Grill, Restoration of road cut, Stainless steel bus shelters and gantry girders and street furnitures.

1) Department.

2) Particulars of Function and comprising of Duties

BUS ROUTE ROADS DEPARTMENT

This Department is in charge of improvement and maintenance of Bus Route roads in Chennai City for a length of 387Km. The following works are entrusted with this Department

- 1) All Capital works like relaying of Bus Route Roads, traffic improvement works like widening of roads, forming Footpath, Traffic Island, Construction of Centre Median with Granite stone, Grill, Restoration of road cut, Stainless steel bus shelters, gantry girders and street furnitures.
- 2) Granting permission for OFC companies for laying optic fibre cable according to rules and regulations by collecting relevant track rent and restoration charges from the companies.
- 3) Establishment matters, Filing of Income-tax return for the ministerial staff as well as contractors and GST and CGST.
- 4) Court matters, PGR, RTI, W.Petition, Ordinary Petition, I petition and Amma Call Center, Special officer petition and complaints regarding Bus Route Road Department.

3) Powers and duties of Officers and entrusted Employees.

Superintending Engineer/Bus Route Roads Department is the Head of the Department controlling all the works related to BRR

- Department with the assistance of Executive Engineers, Asst. Exe.Engineer, Assistant Engineer Junior Engineers, ADO, Section Manager, Assistants, Junior Assistant, Shorthand Typist and Typist. The employees under the control of superintending Engineer/BRR Should discharge the duties entrusted to them.
- 4) Rules and regulation Instruction Manual and Records M.C.M.C. Act 1919, District office manual Account test subordinate officers part I&II
- 5) Name and Designation of the public Information. Superintending Engineer Bus Rotue Roads Department is Appellate Authority Public Information Officer and Executive Engineer is Public Information Officer and Superintend is Asst Public Information Officer
- 6) Procedure followed in decision making process.

Directory of Officers and Employees.	044 25619281
Designation.	Superintending Engineer/BRR
Phone No	94451 90735
Executive Engineer	94451 94760, 94451 90076 & 94450 71041

DUTIES AND RESPONSIBILITIES OF SUPERINTENDING ENGINEER/BRR

1. He is the Head of the Department for Bus Route Roads Department Executive Engineers-(3), Asst.Exe.Engineers-(6), Asst.Engineer and (4)- Junior Engineers(1) are now posted under his control to carry out the official duties.
2. He is incharge for improvement and maintenance of Bus Route Roads in Chennai City comprising of 387 Kms.
3. All capital road relaying work, traffic improvement works like widening, centre median etc.,
4. To discharge the instructions given by the Commissioner and other higher officers then and there.
5. Pay drawing officer for the Bus Route Road Department.
6. Road thozhilali transfers.

7. He is the appellate authority for RTI Bus Route Department.
8. The complaint redressal officer

DUTIES AND RESPONSIBILITIES OF EXECUTIVE ENGINEER'S/BRR

1. He is in charge of B.R.R and Traffic works relating to Zone I to XV and works relating to his Zones.
2. He is in charge of court matter, all Government references, Council subject, Standing Committee subjects and deletion of audit objection relating to Zones-I to XV. Service departments interaction for Road cut & OFC cables permission
3. He is incharge of granting permission for laying of optic fibre cables and O.F.C meeting and also other general matters.
4. He is incharge of Court matters, PGR, RTI, W. Petition, Ordinary Petition, I petition and Amma Call Center, Special officer petition and standing Committee subjects relating to Zone- I to XV and also to attend any other work entrusted by the higher authorities from time to time.
5. He is also in charge of special schemes of works entrusted to B.R.R Department (Bus Shelter).
6. To attend the complaint from public media and other sources.