

Greater Chennai Corporation
Mechanical Engineering Department

Act – Particulars of Mechanical Engineering Department, Right to Information, Greater Chennai Corporation

Mechanical Engineering Department operates and maintains a fleet of 918 vehicles and equipments of various makes and models and is deployed for various functions as below:

- Garbage and Debris Clearance
- Street Light Repairs
- Health Support Systems like Ambulances, Fogging Operations, and Cattle raids, dog catching ,etc
- School Bus for Educational Tours etc.
- Maintenance of Parks and Centre Medians.
- Official's Inspection Purposes
- Road Repair Works.
- Dozing and leveling of garbage at dumping grounds
- De weeding and silt removal at canals and lakes.

The Category and Fleets strength is listed below:-

Greater Chennai Corporation - Mechanical Engineering Department			
S.No	Category of Vehicles	Total No of Vehicles	Purpose
1	Big Compactor	134	To lift garbage from the dustbins Placed in the streets, Compact the garbage and transport to Transfer stations
2	Small Compactor	155	
3	Tipper Lorries (HMT)	113	To Transport the debris from streets to dump sites
4	Tipper Lorries (LMV)	31	
5	Taurus (Multi Axle Lorries)	22	To cart bulk quantity of garbage from Transfer Stations to Dumpsites.
6	Water Tanker (HMT)	23	Maintenance of Parks and Centre Medians.
7	Water Tanker (LMV)	7	
8	Electrical Ladder (HMT)	1	For repairing of Street Lights.
9	Electrical Ladder (LMV)	12	
11	Mechanical Sweeper (LMV)	16	To sweep and suck the fine dust particles deposited on the roads especially in the centre medians & water tables.
12	Front End Loader	22	To load debris from streets to Tipper lorries, To make trenches, To remove encroachments, Sectioning garbage in the transfer stations.

13	Skid Steer Loader	71	To lift garbage/debris from interior roads/slum roads and load into debris lorries.
14	Hydraulic Excavator (Poclain)	15	The Grapplers are used for loading garbage from Transfer Stations on to Haulage Trucks, also deployed for Leveling of Garbage in Dump Sites
15	Cattle Catching Vehicle	15	For Cattle raid purpose
16	Thermofogging	9	For Fogging purpose to control mosquito menace.
17	Tree Cutting (M/c) Vehicle	2	To remove the unwanted branches of trees.
18	Dog Catching Vehicle	18	For Dog raid purpose
19	Beach Cleaning Machine	10	To Clean sandy area in beaches.
20	Bull Dozers	2	Leveling of Garbage in Dump Sites.
21	Closed LMV Van	3	For material transporting purpose.
22	Tractor With Trailer	5	For carrying mobile toilets and transportation purpose.
23	Auto	19	For Carting vegetables, etc to amma unavagam.
24	Other Vehicles (HMV)	3	Buses for Education,
25	Other Vehicles (LMV)	3	Tractors for the removal of garbage, and other vehicles i.e. Ambulances, Dog catching vans, cattle raid and other vehicles etc for health department use.
26	Dumper Placer	4	For Dumping Purpose
27	Hydrocon	3	To Lift garbage
28	Lmv Sewage	2	To Clear the sewage.
29	Inspection Vehicles	188	Official's Inspection Purposes
30	Amphibian	1	To clean the open canals having greater than 3 meters width
31	Robotic excavator	3	To clean the open canals having less than 3 meters width
32	Tree Pruning Machine	6	To remove the unwanted branches of trees.
Total		918	

1. FUNCTIONS OF MECHANICAL ENGINEERING DEPARTMENT

- ❖ This department at present centralized and headed by one Superintending Engineer and three Regional Executive Engineer and One Executive Engineer for capital works.
- ❖ All 15 Zones are having one operation depot in each Zone headed by one Asst. Engineer (M).
- ❖ The Operation Depot is responsible for marching out of conservancy and debris removal vehicles & other vehicles in three shifts and also carryout day to day maintenance and minor repair works.
- ❖ Each region has one main depot through which major repairs and FC renewal works of vehicles are being carried out.
- ❖ The operation of all Conservancy & Debris Vehicles are being monitored through GPS and details like No. of trips, Distance covered, Idle Time, Over Speeding and other important parameters are also being monitored for taking timely actions.
- ❖ At present, 113 nos. of vehicles, inclusive of HMTV (14 Cu.m) ,LMV (6 Cu.m) compactors & Skid Steer Loader are being maintained under O&M (Operation and Maintenance) from the original suppliers.
- ❖ At present 16 nos. of Mechanical Sweeper equipments are being used for the use of the Bus route roads to suck the sand and fine particles deposited in the center median and water tables and 4 vehicles are allocated for each region.
- ❖ Other than O&M (Operation and Maintenance), vehicles are being maintained through PMRR contract (Preventive Maintenance and Running Repair) by MVMO approved workshops.
- ❖ This Department is maintaining 6 No. of fuel dispensing bunks and the necessary fuel and consumables are being procured from the IOC, BPCL and HPCL oil companies.
- ❖ The available 245 departmental mechanics / Cleaners are being utilized for maintaining other department vehicles like Cattle Catchers, Dog Vans, Autos, Front-end loaders, Ambulance and inspection vehicles
- ❖ 1140 numbers of department drivers are being used to operate the various types of vehicles, which are being used for various types of applications

- ❖ The department is responsible for procurement of vehicles / Equipments (Capital) depending on the requirement.
- ❖ Apart from this Mechanical Engineering department is maintaining a printing press which caters the needs to the entire stationary and printing needs of all zones & departments under Greater Chennai Corporation. Flex banners are also being printed for all department needs by one dedicated machine.
- ❖ The Disposal of Condemned vehicles and other items are being disposed through e –Auction by M/s MSTC Ltd (Govt. of India undertaking).

2. DUTIES & RESPONSIBILITIES

EXECUTIVE ENGINEER

1. He shall be responsible for co-ordinating with main Depots and Operational Depots and updating the higher officials collecting about vehicle march out , repair position, daily issues etc.
2. He shall be responsible for overall control of Inspection vehicle depot, Printing Press and General Workshop.
3. He shall be responsible for co-ordinating with other Government institutions, R.T.O. Office etc., for clearance in sanctioning.
4. He shall be responsible for purchase contracts and tenders for Mechanical Engineering Department.
5. He shall be responsible for processing the files sanctioned under various Schemes of Government.
6. He shall be responsible for developing new projects and periodical updation in Mechanical Engineering Department.
7. He shall be responsible for co-ordinating with regional E.Es. for audit clearance etc.,
8. He shall be responsible for technically assisting the Superintending Engineer (Mechanical) in all day-to-day matters.
9. He shall be responsible for administration control over the staff working under him.
10. He shall be responsible for various establishment matters.
11. He shall act as a Liaison officer with other Department officials.

ASSISTANT EXECUTIVE ENGINEER (HEADQUARTERS)

1. He shall be responsible for co-ordinating with main Depots and Operational Depots and collecting information's about vehicle march out and repair position etc.,

2. He shall be responsible for co-ordinating with other Government institutions, R.T.O. Office etc., for clearance in sanctioning.
3. He shall be responsible for purchase contracts and tenders for Mechanical Engg Department.
4. He shall be responsible for preparation of periodical reports for review meetings.
5. He shall be responsible for preparation and deletion of Audit replies.
6. He shall be responsible for co-ordinating with field A.E.Es. for audit clearance etc.,
7. He shall be responsible for technically assisting the Superintending Engineer/Executive Engineer (Mechanical) in all day-to-day matters.
8. He shall be responsible for maintenance of various records and registers.
9. He shall be responsible for procurement of Stationery items and distribution to other Depots.
10. He shall be responsible for preparation and deletion of Audit replies.
11. He shall be responsible for Clearing Pending Court Cases if any.

ASSISTANT ENGINEER / JUNIOR ENGINEER

1. He shall be responsible for timely march out of vehicles in all the shifts.
2. He shall be responsible for allocation of vehicles to drivers according to their skillset.
3. He shall be responsible for Issue of Diesel to vehicles as per requirement
4. He shall be responsible for verifying the reports and data sent by the GPS team with the actuals and interpreting with them if any deviations found and tracking the suspecting vehicle.
5. He shall be responsible for ensuring no backlog of garbage at transfer station.
6. He shall be responsible for preventive maintenance and maintenance of vehicles, and Inspecting the vehicle as per the guidelines of the preventive maintenance (Monthly checkup/Weekly checkup) and recording the same.
7. He shall be responsible for giving timely informations to the Head Office about the vehicle repairs.
8. He shall be responsible for attending the running repairs of the vehicle.

9. He shall be responsible for timely carrying out F.C. for the vehicles He shall be responsible for ensuring the renewal of fitness of vehicle, driver License, etc.
10. He shall be responsible for vehicles are not under break down for long periods and following up with Breakdown of vehicles if any and ensuring the arrangement of spares, alternative vehicle and ensuring no backlog in division within the stipulated time period.
11. He shall be responsible for accident follow up action with Traffic police Investigation etc., and Recovering GCC accident vehicle from Police Station and proceeding their formality works
12. He shall be responsible to renewal of factory license and pressure vessel license from competent authority.
13. He shall be responsible for initiating the files immediately for vehicles stopped under repair& FC vehicles, obtaining AS till issue of Work order.
14. He shall be responsible for maintaining the physical stock of materials and consumables available at lorry station.
15. He shall be responsible for maintenance of various records and registers and also verifying registers pertaining to Operation and Maintenance of vehicles and ensuring kept updated.
16. He shall be responsible for analyzing the data of Manpower engaged , Materials consumed, and identifying the abnormal usages and ensuring the efficiency.
17. He shall be responsible for attending review meetings, video conference with officials concerned with Zone , Department.

3. REGISTERS MAINTAINED IN LORRY STATIONS

- ❖ KMPL Register
- ❖ Oil stock and issue register
- ❖ Material stock and issue register
- ❖ Diesel stock and issue register
- ❖ March out register
- ❖ Drivers report register
- ❖ Gate book register
- ❖ Tonnage register
- ❖ FC, Minor and major repair register
- ❖ Breakdown register

4. Details of Public Information Officer and Appellate Authority for Mechanical Engineering Department, Greater Chennai Corporation

SI No	Department	Public Information Officer	Appellate Authority
1	Mechanical Engineering Department	Executive Engineer Mechanical Engineering Department, Greater Chennai Corporation, Amma Maligai, Ripon Building Campus, Chennai -600 003, ph :- 044 25303679	Superintending Engineer Mechanical Engineering Department, Greater Chennai Corporation, Amma Maligai, Ripon Building Campus, Chennai -600 003, ph :- 044 25303838