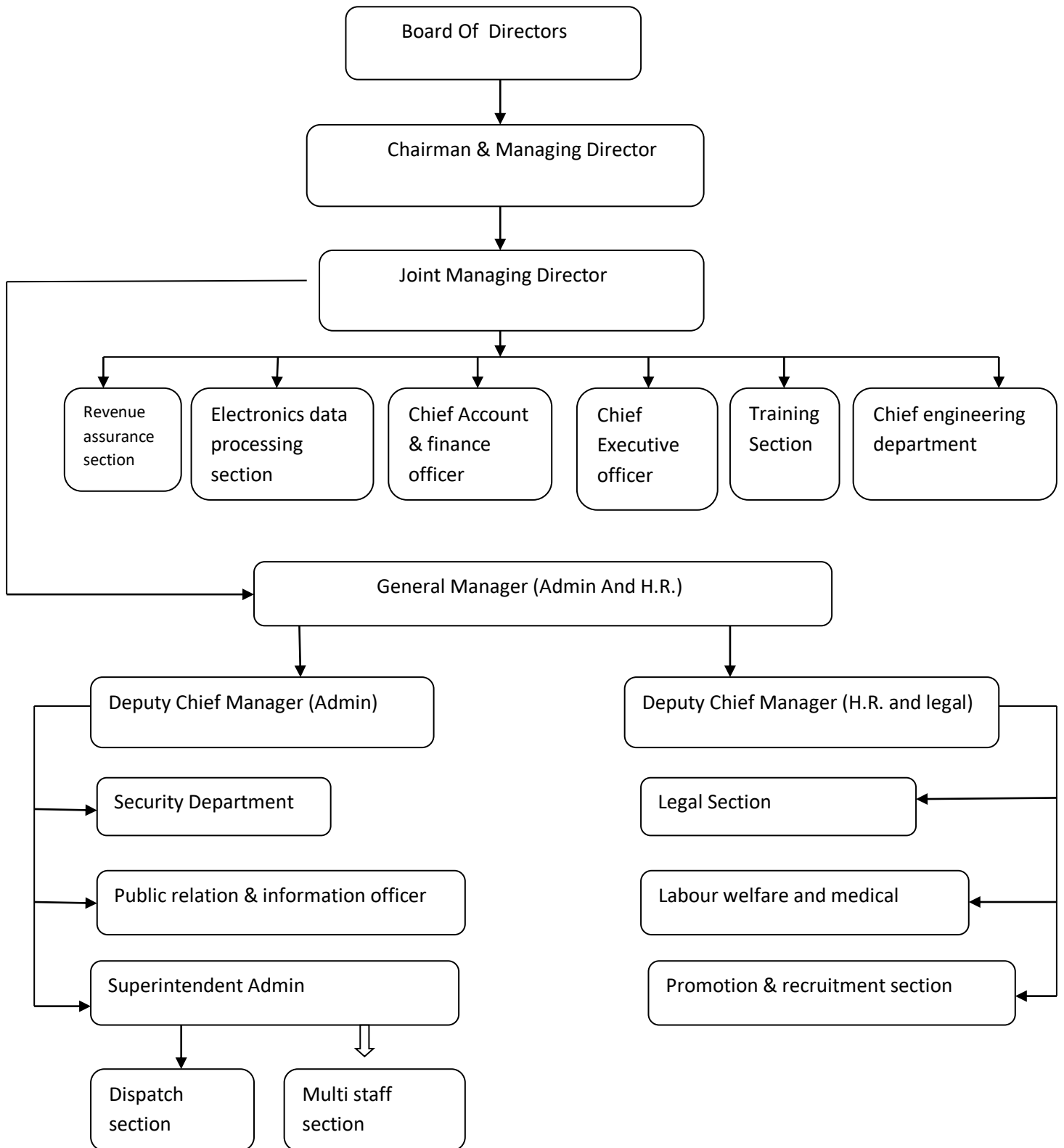


At Pune Pune Mahanagar Parivahan Mahamandal Ltd.
Information of work and responsibility of Public Authorization
(PMPML).

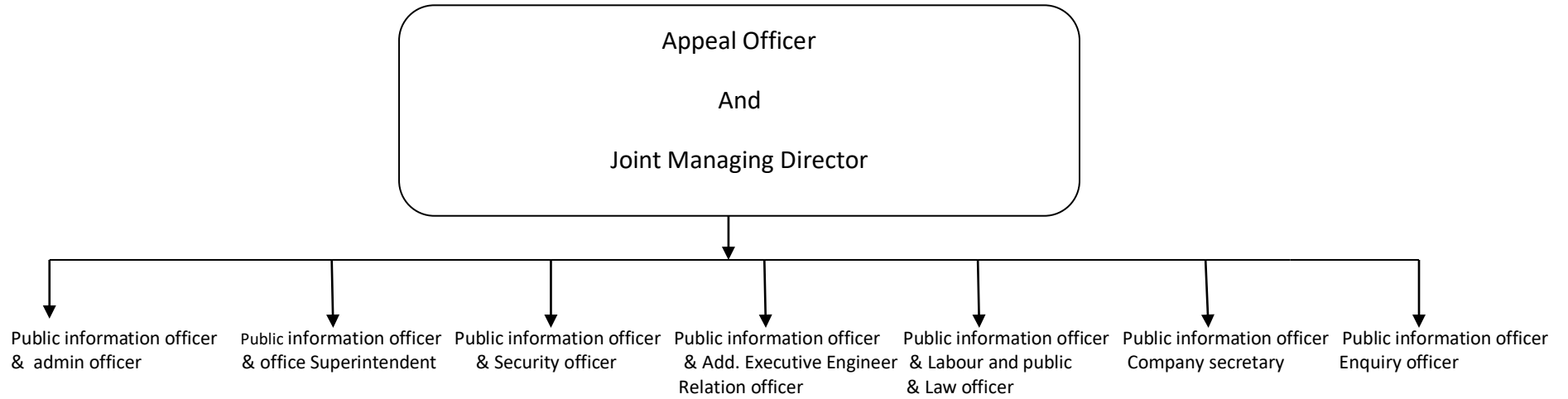
| Sr.No | Description | Information |
|-------|----------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | Name Of Public Authorization | Pune Mahangar Parivahan Mahamandal Ltd. |
| 2 | Full Address | Swargate Shankar Sheth Road Pune 411037 |
| 3 | Head Of Department | Chairman & Managing Director Pune Mahangar Parivahan Mahamandal Ltd. |
| 4 | Under which Department this office is working | Independent Company Pune Municipal Corporation And Pimpri Chinchwad Municipal Corporation are the share holders. |
| 5 | To which office Work Report as submitted | Maharashtra government and both the corporation. |
| 6 | Work Office = Geographical Area | Complete area of Pune Municipal Corporation Pimpri Chinchwad Municipal Corporation & radius area of 20 Kms. beyond both corporations by permission of maharashtra government. |
| 7 | Adopted | Bus service given to passenger as stage carrier & other facility provided. |
| 8 | Aims & Policy | Providing Safe, reasonable & quality service. |
| 9 | Achievable | To improve & increase the quality of bus service giving to passenger. |
| 10 | Actual work | Providing bus service to all passengers, student casual contract, senior citizens. |
| 11 | Description of bus service given to citizens | Providing Bus service to citizens within and beyond Pune Municipal Corporation And Pimpri Chinchwad Municipal Corporation. |
| 12 | Description of Immoveable assepts Land & buildings of authorization | Pune Mahangar Parivahan Mahamandal Ltd. Pune & pimpri chinchwad central workshop , thirteen depots (1) Swargate (2) Natawadi (3) Kothrud (4) Katraj (5) Hadapsar (6) Marketyard (7) Pune station (8) Bhakti shakti (Nigadi) (9) Sant Tukaram Nagar(Pimpri) (10) Bhekrai Nagr (11) Bhosari (12) Shewalwadi (13) Balewadi. Head office is located at swargate (pune). 9 Commercial complex at the following depot (1)Swargate (2)Deccan (3)Natawadi (4) hadapsar (5) Marketyard (6) kothrud (7) pune station. PMPML has fleet of 1413 Buses & 67 main stand. |
| 13 | Tree structure for PMPML | Attached Tree structure for PMPML. |
| 14 | Office timing, Teliphone number, Fax number,E-Mail address & emrgency contact number after office hours. | Office timings 9:45 am To 5:45 pm. Lunch break 2 pm to 2.30 pm. Telephone number 020-24440417, Fax number 445490 & emergency contact number after office hours 020-24503200 This number is available 24 hours. E-mail = gm_admin@pmpml.org. |
| 15 | Weekly Off & special service period | Holidays are planned as per other government offices. Second, Fourth Saturday & Sunday is a weekly off. Providing off special services in pune city for Eg. Ganesh festival, Alandi yatra, sports competition, entertainment program, other events. PMPML providing two buses for Pune Darshan bus service from morning 9 am To 5:30 pm, per head fare for Pune Darshan is 500 Rs. |

In-Charge Joint Managing Director
Pune Mahanagar Parivahan Mahamandal
Ltd.

Managing Structure



Pune Mahanagar Parivahan Mahamandal Ltd.



In-Charge Joint Managing Director
Pune Mahanagar Parivahan Mahamandal Ltd.

At Pune Pune Mahanagar Parivahan Mahamandal Ltd. Rights of Officers & workers of PMPML at common administration office.
Clause 4 (1) (b) (i)

| Sr. No | Officer Designation | Financial rights | Related rules,regulation,order,gazette | Remark |
|--------|------------------------------------|----------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|--------|
| 1 | Chairman Managing Director | Right to daily routine functional operation & permission given by board of directors for expenses. | Permission of board of director , memorandum & articles of association. | |
| 2 | Joint Managing Director | Right to purchase and sale up to Rs. 25 Lacs. | By the order of chairman managing directors office order no. 5310 Date 19/03/2018 | |
| 3 | Chief Executive officer | No | No | |
| 4 | Administration officer | No | | |
| 5 | Labour and public Relation officer | No | | |
| 6 | Law Officer | No | | |
| 7 | Security officer | | | |
| 8 | Watch & ward inspector | No | | |
| 9 | Sanitary department in charge | No | | |

At Pune Pune Mahanagar Parivahan Mahamandal Ltd. Duty of Officers & workers of PMPML at common administration office.
Clause 4 (1) (b) (i)

| Sr. No | Officer Designation | Financial Duty | Related rules,regulation,order,gazette | Remark |
|--------|------------------------------------|------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|--------|
| 1 | Chairman Managing Director | Right to daily routine functional operation & permission given by board of directors for all expenses & sale Purchase. | Permission of board of director , memo randum & articles of association. | |
| 2 | Joint Managing Director | Up to Rs. 25 Lacs for daily bus operation & Purchase of necessary spare parts hardware diesel etc. auction & sale. | By the order of chairman managing directors office order no. 5310 Date 19/03/2018 | |
| 3 | Chief Executive officer | No | No | |
| 4 | Administration officer | No | | |
| 5 | Labour and public Relation officer | No | Functional finance Adherence to justification. | |
| 6 | Law Officer | No | Functional finance Adherence to justification. | |
| 7 | Security officer | | Functional finance Adherence to justification. | |
| 8 | Watch & ward inspector | No | Functional finance Adherence to justification. | |
| 9 | Sanitary department in charge | No | Functional finance Adherence to justification. | |

In-charge Joint Managing Director
Pune Mahanagar Parivahan Mahamandal Ltd.

At Pune Pune Mahanagar Parivahan Mahamandal Ltd. Rights of Officers & workers of PMPML at common administration office.
Clause 4 (1) (b) (i)

| Sr. No | Officer Designation | Administration rights | Related rules, regulation, order, gazette | Remark |
|--------|------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------|--------|
| 1 | Chairman & Managing Director | Being the head of PMPML all rights come under regarding administration work. 1) All rights of giving promotion, yearly increment of worker. 2) Rights to give responsibility to officers & workers of administration department to transfer from one department to another department. Can do planning for all category workers about office work. 3) can take administrative decision Regarding functional operation. | Selection done by board of directors according memorandum and articles receives association rights. | |
| 2 | Joint Managing Director | Officers & workers of central workshop comes under guidance of chief engineer can take administrative decision on reports & results given by officers of central workshop regarding worker of workshop. Has right to transfer or select worker from one department to another for Eg. Store department, Labour & public relation department & BRT department. | At selection chairman & managing director offered work rights by office order No.5310 Date.19/03/2018 | |

At Pune Pune Mahanagar Parivahan Mahamandal Ltd. Duty of Officers & workers of PMPML at common administration office.
Clause 4 (1) (b) (i)

| Sr.No | Officer Designation | Administration Duty | Related rules, regulation, order, gazette | Remark |
|-------|------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|--------|
| 1 | chairman & Managing Director | To control functional operation of buses & all officers & workers of all departments. | Selections by chief managing director according memo random & articles of associational reference. | |
| 2 | Joint Managing Director | Administrative control of all officers & workers of workshop. Maintaining of buses. Controlling on daily routine work of store department Labour & public relation department & BRT department. | Order circulates by chairman & Managing Director. | |

| | | | | |
|---|-------------------------|----------------------------------------------------------------------------------------|-----------------------------|--|
| 3 | Chief Executive officer | No | No | |
| 4 | Administration officer | To maintain records on service books, yearly increment & demand praposal of promotion. | Employing order by ordered. | |

| | | | | |
|---|-------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|--|
| 3 | Chief Executive officer | No | No | |
| 4 | Administration officer | 1) Subjective work of all workers. 2) Carefully maintain service record on service book & seniority. To prepare final payment form of workers. To maintain leave records of staff at administrative department. To prepare figures for yearly budget of workers. To follow service rules & standing orders. | Employing order by ordered. | |

In-charge Joint Managing Director
Pune Mahanagar Parivahan Mahamandal Ltd.

At Pune Pune Mahanagar Parivahan Mahamandal Ltd. Rights of
Officers & workers of PMPML at common administration office.
Clause 41 (kh) Two Sample G

| Sr. No | Officer Designation | Penalty rights | Related rules,regulation,order, gazette | Remark |
|--------|------------------------------------|----------------|-----------------------------------------|--------|
| 1 | Chairman & Managing Director | No | | |
| 2 | Joint Managing Director | No | | |
| 3 | Chief Executive officer | No | | |
| 4 | Administration officer | No | | |
| 5 | Labour and public Relation officer | No | | |
| 6 | Law Officer | No | | |
| 7 | Security officer | | | |
| 8 | Watch & ward inspector | No | | |
| 9 | Sanitary department incharge | No | | |

At Pune Pune Mahanagar Parivahan Mahamandal Ltd. Duty of
Officers & workers of PMPML at common administration office.
Clause 41 (kh) Two Sample G

| Sr. No | Officer Designation | Penalty Duty | Related rules,regulation,order, gazette | Remark |
|--------|------------------------------------|--------------|-----------------------------------------|--------|
| 1 | Chairman & Managing Director | No | | |
| 2 | Joint Managing Director | No | | |
| 3 | Chief Executive officer | No | | |
| 4 | Administration officer | No | | |
| 5 | Labour and public Relation officer | No | | |
| 6 | Law Officer | No | | |
| 7 | Security officer | | | |
| 8 | Watch & ward inspector | No | | |
| 9 | Sanitary department incharge | No | | |

In-Charge Joint Managing Director
Pune Mahanagar Parivahan Mahamandal Ltd.

At Pune Pune Mahanagar Parivahan Mahamandal Ltd. Rights of Officers & workers of PMPML at common administration office.
Clause 41 (kh) Two Sample Gh

| Sr. No | Officer Designation | Semantic rights | Related rules,regulation,order,gazette | Remark |
|--------|------------------------------------|-----------------|----------------------------------------|--------|
| 1 | Chairman & Managing Director | Yes | | |
| 2 | Joint Managing Director | Yes | | |
| 3 | Chief Executive officer | No | | |
| 4 | Administration officer | No | | |
| 5 | Labour and public Relation officer | No | | |
| 6 | Law Officer | No | | |
| 7 | Security officer | | | |
| 8 | Watch & ward inspector | No | | |
| 9 | Sanitary department incharge | No | | |

At Pune Pune Mahanagar Parivahan Mahamandal Ltd. Duty of Officers & workers of PMPML at common administration office.
Clause 41 (kh) Two Sample Gh

| Sr. No | Officer Designation | Semantic Duty | Related rules,regulation,order,gazette | Remark |
|--------|------------------------------------|---------------|----------------------------------------|--------|
| 1 | Chairman & Managing Director | Yes | | |
| 2 | Joint Managing Director | Yes | | |
| 3 | Chief Executive officer | No | | |
| 4 | Administration officer | No | | |
| 5 | Labour and public Relation officer | No | | |
| 6 | Law Officer | No | | |
| 7 | Security officer | | | |
| 8 | Watch & ward inspector | No | | |
| 9 | Sanitary department incharge | No | | |

In-Charge Joint Managing Director
Pune Mahanagar Parivahan Mahamandal Ltd.

At Pune Pune Mahanagar Parivahan Mahamandal Ltd. Rights of
Officers & workers of PMPML at common administration office.
Clause 4 1 (kh) Sample Two Y

| Sr. No | Officer Designation | Judicial rights | Related rules,regulation,order,gazette | Remark |
|--------|------------------------------------|-----------------|----------------------------------------|--------|
| 1 | Chairman & Managing Director | Yes | | |
| 2 | Joint Managing Director | Yes | | |
| 3 | Chief Executive officer | No | | |
| 4 | Administration officer | No | | |
| 5 | Labour and public Relation officer | No | | |
| 6 | Law Officer | No | | |
| 7 | Security officer | | | |
| 8 | Watch & ward inspector | No | | |
| 9 | Sanitary department incharge | No | | |

At Pune Pune Mahanagar Parivahan Mahamandal Ltd. Duty of
Officers & workers of PMPML at common administration office.
Clause 4 1 (kh) Sample Two Y

| Sr. No | Officer Designation | Judicial Duty | Related rules,regulation,order,gazette | Remark |
|--------|------------------------------------|---------------|----------------------------------------|--------|
| 1 | Chairman & Managing Director | Yes | | |
| 2 | Joint Managing Director | Yes | | |
| 3 | Chief Executive officer | No | | |
| 4 | Administration officer | No | | |
| 5 | Labour and public Relation officer | No | | |
| 6 | Law Officer | No | | |
| 7 | Security officer | | | |
| 8 | Watch & ward inspector | No | | |
| 9 | Sanitary department incharge | No | | |

In-Charge Joint Managing Director
Pune Mahanagar Parivahan Mahamandal Ltd.