1. The Particulars of its Organization, Function and Duties.

The State Government in exercise to powers conferred in section 38, sub-section (1) of Madhya Pradesh Nagar Tatha Gram Nivesh Adhniyam 1973 (No.:23 of 1973) vide order no 3344/32/76 Dated 15/09/1976 constituted Town and Country Development Authority, Bhopal since 2nd October 1976.

Firther in exercise of the powers conferred by section 38(1) of the Madhya Pradesh Nagar Tatha Gram Nivesh Adhniyam 1975 (No 22 of 1975), the State Government ordered that the Authority be known by the name of "Bhopal Development Authority".

The duty of implementing the proposals in the development plans, preparing one or more town development schemes and acquisition and development of land for the purpose of expansion or improvement of the area specified in the notification under section 19, sub-section (5) shall, subject to the provision of this Act vest in the Town and Country Development Authority establish under this Act.

2. The powers and Duties of its Officers and Employees.

The Power and Duties of the officers and employees of the organization are derived from job description, manuals term and condition of appointment and Delegation of powers enunciated by the Administrative Department.

3. The Procedure followed in Decision making Process, including Channel of Supervision and Accountability.

The decisions are made as per Delegation of powers enunciated by the Administrative Department. The channel for decision making process are as follows in descending order:-

1. State Government
2. Board of Directors
3. The Chairman
4. Chief Executive Officer
5. Superintending Engineer.
6. Executive Engineer, Estate Officer, Account Officer.

4. The Norms set by it for the Discharge of its Function.

The Bhopal Development Authority Discharges its functions mainly under the Madhya Pradesh Nagar Tatha Gram Nivesh Adhniyam 1973, Madhya Pradesh Nagar Tatha Gram Nivesh Niyam 2012, Madhya Pradesh Bhumi Vikas Niyam 2012 and Vyyan Niyam 2018 and their amendments published from time to time.

5. The Rules, Regulations, Instructions, Manual and Records held by it or under its control or used by its employee for discharging its function.

The Bhopal Development Authority and its employees discharges their function according to the Madhya Pradesh Nagar Tatha Gram Nivesh Adhniyam 1973, Vyyan Niyam and their amendments

published from time to time and Rules, Acts, Guidelines and Instruction given by State Government. In particular The Authority for its different schemes follows Rules and Guide-Lines as mentioned below:-

I Administration, Establishment and Accounts :-

i. Madhya Pradesh Nagar Tatha Gram Nivesh Adhiniyam evam Niyam 1973.
ii. Madhya Pradesh Nagar Tatha Gram Nivesh Sanshodhan Adhiniyam evam Niyam 1991, and their up-to-date amendments.
iii. Madhya Pradesh Civil Services Awakash Niyam 1977, Madhya Pradesh Yatra Bhatta Niyam Sanshodhan Sahit, Madhya Pradesh Chikitsa Parichrya Niyam, Madhya Pradesh Bhandar Kray Niyam, Madhya Pradesh Samanya Bhavishya Niyam, Madhya PradeshMul-Bhut Niyam, Madhya Pradesh Vittiya Sanhita, Madhya Pradesh Koshalay Sanhita, Madhya Pradesh Karya-Bharit Akasmikta Karmachari Niyam.
iv. Madhya Pradesh Civil Services Niyam**.**

II Technical :- M.P.P.W.D. Works Manual.

III Estate:- Vyayan Niyam 2018 .

6. The Statement of the Category of Documents that are held by it or under its control.

The following category of documents are held and maintained under its control.

A. Documents relating service records of its staff.
B. Technical Documents relating works.
C. Documents relating Financial Accounts.
D. Documents relating its Properties.
E. Documents relating publication.

7. The Particulars of any arrangement that exists for consultation with, or represented by the member of public in relation to the formulation of its policy or implementation thereof.

In particular The Pradhikaran Board is empowered for subjected matter. In general, there is no such arrangement so far. However suggestions objections are invited and discussed with representatives of public or general public concerned for any scheme published under section 50(4) of Madhya Pradesh Nagar Tatha Gram Nivesh Adhniyam.

8. A statement of the Board, 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 meeting of those Boards, Councils, Committees, and other bodies are open to public, or the minutes of such meetings are accessible for public.

The Board of Directors of Bhopal Development Authority consists of following members.

A. The Chairman

B. The Collector of District or his nominee.
C. Five members to be appointed by State Government to represent respectively: -
   i. Town and Country Planning Department, Madhya Pradesh.
   ii. Forest Department, Madhya Pradesh.
   iii. Public Health Engineering Department, Madhya Pradesh.
   iv. Public Works Department, Madhya Pradesh.
   v. Madhya Pradesh Madhya Kshetra Vidyut Mandal.
D. The Administrator, Commissioner of the Bhopal Municipal Corporation.
E. One other officer of The State Government to be appointed by The State Government.
F. A person who is an expert in the field of Town Planning or Architecture to be appointed by The State Government.
G. Five non-official members to be appointed by The State Government.
H. Chief Executive Officer shall be the Member Secretary.

Meeting of The Boards is not open to public, or the minutes of such meetings are not accessible for public.

9. Directory of its Officer and Employees.

S. No	Name	Post	Mobile No
1.	Shri Sanjeev Singh (IAS)	Chairman	
2.	Shri Shyambir(IAS)	CEO	
3.	Shri Pankaj Shrivastav	S.E.	9425376755
4.	Dharmendra Kathal	S.E.	9425012092
5.	Shri Yatish Jain	S.E.	9425016375
6.	Smt. Ramila Shrivastav	Land Acquisition Officer	9302773888
7.	Shri Pankaj Shrivastav	C.A.O.	9425376755
8.	Smt. Alpana Saxena	EE	9425372310
9.	N.A. KHAN	EE	9425025435
10.	Rajesh Pushp	EE	9425300295
11.	Arvind Kumar Mandari	EE	9826597251
12.	Vibha Sharma	PRO	9406532796
13.	Vibha Sharma	RO	9406532796
14.	Anant Joshi	Sr.Stenographer	9425029813
15.	Jagdish Prasad Karanjia	Sr.Stenographer	9753010266
16.	Nirmala khatarkar	Sr.Stenographer	8602558952

10. The Monthly remuneration received by each of its officers and Employees, includingthe system of compensation as provided in its regulation.

भोपाल विकास प्राधिकरण में पदस्थ प्रथम श्रेणी अधिकारियेां की सूची

क्र0	अधिकारी का नाम	पदनाम	वेतनमान
1	श्री श्यामबीर (आई.ए.एस.)	मु0का0अधिकारी	78500
2	श्री पंकज श्रीवास्तव	अधीक्षण यंत्री	1,55,900
3	श्री यतीश जैन	अधीक्षण यंत्री	1,55,900
4	श्री धर्मेन्द्र कठल	अधीक्षण यंत्री	1,51,400
8	श्रीमती रमिला श्रीवास्तव	भू–अर्जन अधिकारी	65,000

भोपाल विकास प्राधिकरण में पदस्थ द्वितीय श्रेणी अधिकारियेां की सूची

क्र0	अधिकारी का नाम	पदनाम	वेतनमान
1	श्री एन0ए0 खान	कार्यपालन यंत्री	1,38,500
2	श्रीमति अल्पना सक्सेना	कार्यपालन यंत्री	
3	श्री अरविन्द मंडराई	कार्यपालन यंत्री	90,000
4	श्री राजेश पुष्प	कार्यपालन यंत्री	95,900

भोपाल विकास प्राधिकरण में पदस्थ तृतीय श्रेणी कर्मचारियों की सूची

क्र0	अधिकारी का नाम	पदनाम	वेतनमान
1	श्री नवीन श्रीवास्तव	उपयंत्री/प्रभारी सहायक यंत्री	98800
2	श्री मुकेश द्विवेदी	उपयंत्री/प्रभारी सहायक यंत्री	85200
3	श्री उमेश वर्मा	उपयंत्री	98800
4	श्री एस0के0 गुप्ता	उपयंत्री	90400
5	श्री अब्दुल बाकी सिद्धीकी	उपयंत्री	69,000
6	श्री राजीव सेन श्रीवास्तव	उपयंत्री	85200
7	श्री राकेश कुमार जैन	सहायक यंत्री	90400
8	श्री सालकराम कोगे	उपयंत्री	68500
9	श्री राकेश जैन	उपयंत्री	85200
10	श्री ए0पी0 पाण्डेय	उपयंत्री	98,800
11	श्री प्रशान्त साल्वे	उपयंत्री	60900
12	श्री एच0एस0 बेदी	उपयंत्री	85200
13	श्री राकेश कुमार नामदेव	उपयंत्री	85200
14	श्रीमती विभा शर्मा	सहा. जन सम्पर्क अधि.	52500
15	श्री शहाबुद्दीन	सहा.मानचित्रकार	54100

16	श्रीमती निर्मला खातरकर	वरिष्ठ स्टेनोग्राफर	87800
17	श्रीमती सरिता राठोर	स्टेनो ग्राफर	82700
18	श्री अनंत जोशी	वरिष्ठ स्टेनोग्राफर	71100
19	श्री जगदीश करंजिया	वरिष्ठ स्टेनो ग्राफर	71100
20	श्री चन्द्रशेखर सिंह	स्टेनो टायपिस्ट	71100
21	श्रीमती धनी चंदानी	स्टेनो टायपिस्ट	51000
22	श्री गजेन्द्र प्रसाद द्विवेदी	स्टेनो टायपिस्ट	48100
23	श्री रतीराम कैमया	सहायक ग्रेड–3	46700
24	श्री विष्णु प्रसाद पंथी	सहायक ग्रेड–3	49500
25	श्री रामसिंह अहिरवार	सहायक ग्रेड–3	48100
26	श्री आफाक जमा	सहायक ग्रेड–3	42200
27	श्री नियामतउल्ला	सहायक ग्रेड–3	41000
28	श्री रमेश बावने	सहायक ग्रेड–3	48900
29	श्री रमेशचन्द्र बेरवा	सहायक ग्रेड–3	31200
30	श्री हमीर सिंह	सहायक ग्रेड–3	31200
31	श्री दीपक पंथी	सहायक ग्रेड–3	30300
32	श्रीमती सुनीति सिंह	सहायक ग्रेड–3	26900
33	श्री महेश सरवर	सहायक ग्रेड–3	19500
34	श्री मोहित गुप्ता	सहायक ग्रेड–3	19500
35	श्री नवनीत शुक्ला	सहायक ग्रेड–3	19500
36	कु0 शुभांक्री बाथम	सहायक ग्रेड–3	19500
37	श्री सुयश यादव	सहायक ग्रेड–3	21300
38	श्री युवराज पाटिल	चालक	48100
39	श्री मुजीब खान	चालक	48900
40	श्री सुरेश बाथम	चालक	42200
41	श्रीमती श्लेषा बरकड़े	सहा.मानचित्रकार	45300

भोपाल विकास प्राधिकरण में पदस्थ चतुर्थ श्रेणी कर्मचारियों की सूची

क्र0	अधिकारी का नाम	पदनाम	वेतनमान
2	श्री अशोक बागुल	भृत्य	35200
3	श्री साजिद अली	भृत्य	29900
4	श्री धरमवीर सिंह चौहान	भृत्य	25000
5	श्री मुकेश खन्ना	भृत्य	25000
6	श्री सूरज कुश्तवार	भृत्य	16000
7	श्री संतोष पटेल	भृत्य	16000

भोपाल विकास प्राधिकरण में पदस्थ कार्यभारित कर्मचारियों की सूची

क्र0	अधिकारी का नाम	पदनाम	वेतनमान
1	श्री काशीराम लोवंशी	का.भा.लि.	44000
2	श्री इन्द्रपाल शुंक्ला	का.भा.लि.	44000
3	श्री फारूक खान	का.भा.लि.	44000
4	श्रीमती मधू दरियानी	का.भा.लि.	44000
5	श्री जावेद हसन	का.भा.लि.	44000
6	श्री सुधीर कुमार बालोदी	का.भा.लि.	36900
7	श्री डुलीचन्द्र धुवारे	का.भा.लि.	44000
8	श्रीमती सुमन मिश्रा	का.भा.लि.	44000
9	श्रीमती लाजवंती ललवानी	का.भा.लि.	45300
10	श्री अजीत कुमार	का.भा.लि.	45300
11	श्रीमती अनीला जार्ज	का.भा.लि.	45300
12	श्रीमती सुषमा भेंडे	का.भा.लि.	44000
13	श्री मो0 अतहर सिद्धीकी	का.भा.लि.	44000
14	श्री अभय सदावर्ते	का.भा.लि.	44000
15	श्री संजय बंसोड़	का.भा.लि.	46700
16	श्री राजबिहारी पटेल	का.भा.लि.	45300
17	श्रीमती शीला मोटवानी	का.भा.लि.	45300
18	श्री सी0पी0 वर्मा	का.भा.लि.	44000
19	श्री जय प्रकाश द्विवेदी	का.भा.लि.	44000
20	श्री सुधीर सिंह	का.भा.लि.	44000
21	श्री राममिलन शुक्ला	का.भा.लि.	45300
22	श्री मनीराम कौशकिया	का.भा.लि.	42200
23	श्री प्रदीप शर्मा	का.भा.लि.	44000
24	श्री सुरेशचन्द्र वर्मा	का.भा.लि.	45300
25	श्री अनिल शर्मा	का.भा.लि.	33300
26	श्री दद्दी प्रसाद पटेल	का.भा.लि.	37500
27	श्री जगदीश मालवीय	का.भा.लि.	34300
28	श्री ऋषभ कुमार जैन	का.भा.लि.	41000
29	श्री अनवर अहमद	का.भा.लि.	33300
30	श्री इकबाल खान	का.भा.लि.	41000
31	श्री अयूब खान	का.भा.लि.	41000
32	श्री देवेन्द्र नापित	का.भा.लि.	35300
33	श्री रमाकान्त पटेल	का.भा.लि.	34300
34	श्री अभय कुमार जैन	का.भा.लि.	19500
35	श्रीमती रेखा कुशवाहा	का.भा.लि.	37500
36	श्री सुभाष वर्मा	का.भा.लि.	37500
37	श्री सुरेशचन्द्र पटेल	का.भा.लि.	36400

38	श्री सुरेन्द्र गौतम	का.भा.लि.	39800
39	श्री छन्नूलाल धुवारे	का.भा.लि.	41000
40	श्री लक्ष्मीशंकर सिंह	का.भा.लि.	32300
41	श्री राजेन्द्र तिवारी	का.भा.लि.	41000
42	श्री अनीस हैदर	का.भा.लि.	34300
43	श्री सिद्वार्थ गजभिये	का.भा.लि.	13650
44	श्रीमती संध्या बोस	का.भा. सहा.मान.	44000
45	श्री अनिल उज्जैनकर	का.भा.ड्रेसर	44000
46	श्री दिलीप तनपुरे	का.भा.ड्रेसर	44000
47	श्री भैरोप्रसाद	का.भा.समय.	40800
48	श्रीराम रघुवंशी	का.भा.समय.	40800
49	श्री पुष्पेन्द्र कुलश्रेष्ठ	का.भा.समय.	36200
50	श्री अबधेश प्रसाद शुक्ला	का.भा.समय.	40800
51	श्री कैलाश बाबू कुशवाह	का.भा.समय.	39600
52	श्री हरीनारायण मीना	का.भा. चालक	37300
53	श्री मो0 शरीफ	का.भा. चालक	33100
54	श्री इदरीश अहमद	का.भा. चालक	36200
55	श्री मंचितराव धाड़से	का.भा.इलेक्ट्री.	39600
56	श्री गोपालचन्द्र माइती	का.भा. प्लम्बर	35200
57	मो0 रईस खान	का.भा.हे0	34200
58	श्री हमीद खॉ	का.भा.हे0	34200
59	श्री चन्द्रकान्त शर्मा	का.भा.हे0	34200
60	श्री काशीराम बालकिशन	का.भा.हे0	34200
61	श्री मुरली निकम	का.भा.हे0	33400
62	श्री माधो सिंह	का.भा.हे0	35200
63	श्री कन्हैया लाल	का.भा.हे0	34200
64	श्री बालाराव	का.भा.हे0	35200
65	श्री उमेश	का.भा.हे0	34200
66	श्री सुग्रीव प्रसाद मिश्रा	का.भा.चैनमेन	35200
67	श्री शिवनारायण मालवीय	का.भा.हे0	34200
68	श्री विजय गौतम	का.भा.हे0	34200
69	श्री जुबेर अली	का.भा.हे0	34200
70	श्री लालाराम	का.भा.हे0	33200
71	श्री सुरेशकुमार आशाराम	का.भा.हे0	34200
72	श्री मुन्नालाल रघुवंशी	का.भा.हे0	34200
73	श्री रईस/कल्लू खॉ	का.भा.हे0	34200
74	श्री रमेश वर्मा	का.भा.हे0	34200
75	श्री दुर्गा प्रसाद	का.भा.हे0	34200
76	श्री नवाब मिया	का.भा.हे0	34200
77	श्री किशोरीलाल	का.भा.हे0	34200

78	श्री जयदेव दास	का.भा.हे0	35200
79	श्री रंजीत मण्डल	का.भा.हे0	34200
80	श्री लालजीराम	का.भा.हे0	34200
81	श्री गोपालदास	का.भा.हे0	34200
82	श्री सुरेश रामगोपाल	का.भा.हे0	34200
83	श्री कैलाश मेहरा	का.भा.हे0	34200
84	श्री अमर सिंह	का.भा.हे0	34200
85	श्री यादवेन्द्र मिश्रा	का.भा.हे0	34200
86	श्री राजू भारके	का.भा.हे0	34200
87	श्रीमती सुनीता कर	का.भा.हे0	10850
88	श्री बंसीलाल	का.भा.हे0	34200
89	श्री भागचन्द साहू	का.भा.हे0	34200
90	श्री फारूक उल्ला	का.भा.हे0	34200
91	श्री गुलाब सिंह	का.भा.हे0	34200
92	श्री हरीनारायण	का.भा.हे0	35200
93	श्री जयदवे प्रधान	का.भा.हे0	34200
94	श्री काशीराम मूलचन्द्र	का.भा.हे0	34200
95	श्री किशोरीलाल कोठारी	का.भा.हे0	34200
96	श्री महेन्द्र प्रसाद तिवारी	का.भा.हे0	33200
97	श्री मोहन सोनवड़े	का.भा.हे0	34200
98	श्री मो0 सलीम	का.भा.हे0	34200
99	श्री नर्मदा प्रसाद	का.भा.हे0	32200
100	श्री नूर अली	का.भा.हे0	34200
101	श्री राहुल कोडीराम	का.भा.हे0	35200
102	श्री राजाराम	का.भा.हे0	34200
103	श्री राजेन्द्र भैयालाल	का.भा.स्वीपर	34200
104	श्रीमती रज्जो बाई	का.भा.स्वीपर	31500
105	श्री रामकुमार श्रीवास्तव	का.भा.हे0	34200
106	श्री रमेशचन्द मैयादीन	का.भा.हे0	34200
107	श्री रमेश मूलचन्द	का.भा.हे0	35200
108	श्री शिवलाल बंसल	का.भा.हे0	34200
109	श्रीमती सुमन बाई	का.भा.हे0	34200
110	श्री उत्तम केशव	का.भा.हे0	35200
111	श्री दीपक नील	का.भा.हे0	33200
112	श्री दीपक सेन	का.भा.हे0	34200
113	श्री देवेन्द्र बाथम	संविदा	18000
114	श्री सोमू शाक्य	संविदा	9000
115	श्रीमती राधा बाई	दै0 वे0 भोगी	19100

11. The Budget Allocation to each of its agency, indicating The Particulars of all plans, Proposed Expenditure and Report on Disbursements made.

Click Here

12. The manner of Execution of Subsidy Program including the amount allocated and the details of beneficiary of such Program

No subsidy program runs by BDA itself. Indirect subsidy granted in form of free/subsidized land allotted for EWS houses in different schemes of Government Transferred to Beneficiary which is governed and monitored by the State Government through Collector.

13. Particulars of Recipients of Concession, Permits or Authorization granted by it.

No Concession, Permits or Authorization granted by BDA

14. Details in respect of the Information available to or held by it reducing in an electronic form.

- Information to aspirants on BDA website regarding launch of new scheme
- Accept online property registration form, with registration fees through payment gateways.
- Notify every beneficiary through SMS of Lottery schedule, Payment confirmation, Payment Dues, and more.
- Providing LIVE Lottery through broad casting from our website.
- Allotment letter available on web site. Allotee can down load his allotment letter.
- All installment payment though online from our website.
- All beneficiaries are able to know their dues and payment record through single counter computerized system.
- Provide all record online like dues, installment schedule, their interest amount in pending installment, physical progress and more.
- Accept suggestions/complaint through Email.

15. The Particulars of Facilities available to Citizen for obtaining information including the working hours of a library or reading room, if maintained for Public use

General Public can obtain information by contacting concern officers of BDA or by giving an application under RTI Act to Lok Suchana Adhikari, BDA, Bhopal on any working day in working hours i.e. 10.30 AM to 5.30 PM. No library or reading room for public use is maintained by BDA.

16. The name, designation and other particulars of The Public Information Officer

Public Information Officer
Shri Nishat Azeem Khan
(Lok Suchna Adhikari)
Bhopal Development Authority, Bhopal

17.Such other information as may be prescribed and thereafter updated these publications every year.

Information under point X and XI, The Monthly remuneration received by each of its officers and Employees changes every year and the Budget allocation is passed every year by The Board of Directors, BDA, Hence the information pertaining to The Monthly remuneration received by each of its officers and Employees and The Budget of BDA is need to be changed every year.