

UTTAR PRADESH SHASHAN

NAGAR VIKAS ANUBHAG-9

In pursuance of the provisions of clause (3) of Article 348 of the constitution, the governor is pleased to order the publication of following English Translation of notification no.....

No.....

July

The following draft of rule which the Governor proposes to make in exercise of the powers under section 114 of Uttar Pradesh Municipal Corporation Act 1959 (U.P. Act no II of 1959) and section 7 of U.P Municipality Act are hereby published for the information of all concerned and with view to inviting objections and suggestions in respect thereof, as required under sub section (2) of section 540 of the said Act of 1959 and subsection (1) of section 300 of the said Act of 1916.

2. Objections and suggestions, if any may be addressed to Pramukh Sachiv, Nagar Vikas Anubhag-9 Bapu Bhawan, Lucknow. Only such objections and suggestions shall be taken into consideration as are received within a period of one month from the date of publication of this notification in the gazette.

THE UTTAR PRADESH MUNICIPALITY PUBLIC

DISCLOSURE OF INFORMATION RULES 2009

1. Short title, Scope and Commencement

- (1) These rules shall be called the Uttar Pradesh Municipal Corporation Disclosure of information Rules 2009.
- (2) They shall be applicable to all Municipalities in Uttar Pradesh.
- (3) They shall come into force with effect from the date of their publication in Uttar Pradesh gazette.

2. Definitions

- (1) In these rules unless there is anything repugnant in the subject or context.
 - (a) 'Act' means Uttar Pradesh Municipal Corporation Act 1959 in case of Municipal Corporations and Uttar Pradesh Municipality Act 1916 in case of Municipal Councils and Nagar Panchayats.
 - (b) 'Municipality' means the Municipal Corporations, Municipal Councils and Nagar Panchayats in Uttar Pradesh.
 - (c) 'Public disclosure' means provisions of details related to Municipality as mandated by these rules or as decided by Municipality from time to time.
- (2) Words and impressions used but not defined in these rules and defined in the Act, shall have the meaning assigned to them in the Act.

3. Obligation of Municipality

Every Municipality shall maintain and publish its record in the form specified in the Appendix to disclose

the required information at quarterly intervals about the activities of the Municipality as mentioned below-

- (a) proceedings or substance of proceedings of the Corporations or its Committees;
- (b) a directory of its officers and employees,
- (c) the particulars of officers, who grant concessions, permits, licenses or provide civic amenities in various departments of the Corporations;
- (d) audited financial statements of balance sheet, receipts and expenditures, annual budget, etc.;
- (e) the service levels provided for each of the services being undertaken by the Corporation;
- (f) particulars of all plans, proposed expenditure, actual expenditure on major services provided or activities performed and reports on disbursements made;
- (g) details of subsidy programs on major services provided or activities performed by the Corporation, and manner and criteris of identification of beneficiaries for such programs;
- (h) details of programs undertaken by the Corporations;
- (i) particulars of City Development Plans and Detailed Project Reports, relating to development of the Corporations;
- (j) the particulars of major works, values of works, time of completion and details of contract;
- (k) the details of Corporation Funds -
 - (i) income generated and realized in the previous year under Tax and Non-tax heads;
 - (ii) taxes, duties, cess and surcharge, rent, fee from property, permit and license and user charges;
 - (iii) amounts against (ii) above that remain uncollected;
 - (iv) grants, loans or devolution of funds from State Government for various purposes and the position of utilization.
- (l) such other information as may be prescribed by the State Government.

4. Manner of Disclosure

Manner of disclosure shall include :-

- (a) Newspapers
- (b) Internet
- (c) Notice Boards of Corporation
- (d) Zone offices
- (e) Issue of a Bulletin
- (f) Notification in Gazette
- (g) Any other mode as may be prescribed by the State Government.

5. Obligatory duty

Public disclosure of information shall be the obligatory duty of the Municipality.

6. Submission of reports to Director Local Bodies

The Municipality shall submit reports regarding public disclosure of information to the Director Local Bodies regularly.

7. Penalty

Municipality which ever violates the provisions of these rules shall be punishable by the State Government after

Appendix-11

Details of Municipality Fund

see rule 3 (k)

Previous year

Current year.....

	Tax	Demand	Collection
1.	215 70	848 00	555 15 152
2.			
3.			
Total			

	Non Tax	Demand	Collection
1.	12 000	15 000	
2.			
3.			
Total			

Grand Total (Tax + Non Tax) =

Funds from State Government and Central Government

Amount purpose position of Utilization

1. Grants

2. Loans

3. Subsidy

4. Government Share

Appendix-10

Particulars of major works, values of works, time of completion
and detail of contract

see rule 3 (j)

Sl. No.	Name of Major Works	Cost of the work	Time of Completion	detail of contract	Remarks

5.				
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Appendix-9

Particulars of City Development Plans and detailed project reports

see rule 3 (i)

1.	Name of the City Development Plan	Summary of the Plan	Proposed expenditure
2.	Detail Project Report		

performed by the Corporation and manner and criteria
of identification of beneficiaries of such programs

see rule 3 (g)

Name of subsidy programs	Manner and criteria of identification of beneficiaries	Details of the programs	Remarks
1.			
2.			
3.			
4.			
5.			

Appendix-8

Details of programs undertaking by
the Municipality

see rule 3 (h)

Sl.No.	Name of Programs	Description of the programs	Impact of the Programs	Remarks
1.				
2.				
3.				
4.				

Appendix-6

**Particulars of all Plans, proposed expenditure, actual expenditure
on major services provided or Activities performed and
report on disbursement made.
see rule 3 (f)**

1. Details of Plans

2. Major Services Sanitation Proposed expenditure actual expenditure

Street Light

Solid Waste Management

Roads, drains and other

civil works

Garden and Parks

Others

3. Other Activities

Appendix-7

Details of subsidy programs on major services provided or activities

Capital Accounts	Suspense Accounts
Suspense Accounts	Closing Balance
Total	Total

Appendix-5

The service levels provided for each of the services
being undertaken by the Municipality

see rule 3 (e)

Level of services in various wards

Name of the services	Extra Ordinary (name of wards)	Normal (name of wards)	below normal (name of wards)	Remarks
1. Sanitation (a) door to door collection Bhawanis (b) sagrigation at source PSD		Normal		
2. Street Light				
3. Roads and Drains 60				
4. Assesment, Licences and Revenue Collection NPL				
5. Solid Waste Management Progress				
6. Garden and Parks				
7. Others				

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Appendix-4

Audited financial statements of balance sheet, receipts and
expenditure and annual Budget

see rule 3 (d)

Month	Receipts	Expenditure	Remarks
April			
May			
June			
July			
Aug			
Sep			
Oct			
Nov			
Dec			
Jan			
Feb			
Mar			
Total			

Details of Annual Budget

Year

Income

Opening Balance

Revenue Accounts

Expenditure

Revenue Account

Capital Account

Remarks

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(d) Details of the Members of Executive Committee

Sl.No.	Name	Tenure	Remarks

5. Proceeding of the meeting of Executive Committee held on
6. Proceeding of the Municipality House held on

Appendix-2

Directory of the Officers and Employees

see rule 3 (b)

Sl.No.	Name	Designation	Contact Number

Appendix-3

The particulars of Officers who grant concessions, permits, licences and
provide civic amenities

see rule 3 (c)

Sl.No.	Name	Designation	Entrusted duties and Responsibilities	Address of the Office

the notice to show cause and giving opportunity to explain as it thinks proper.

Appendix-1

Information regarding the proceedings of Municipality

(See Rule 3(9))

1. Name of Municipality.....*Nagar Nigam Jhansi*
 2. Number of Wards
 3. Populations
- Male.....Female.....

4. Detail of Council

(a) Date of Constitution of present Council

(b) Details of Mayor/President

Period	Name
	Address
	Telephone
	Fax
	E-mail

(c) Detail of Corporators/Members

Ward No. and Name of Ward	Name of Corporator	Contact Number