

Particulars of Organization, functions and duties of Public Authority	Function of the Organization is to provide for the establishment of a Water Supply and Drainage Board and the regulation and development of drinking water supply and drainage facilities in the urban areas of the State of Karnataka.
	<p>The Board consist of the Chairman, Managing Director, Three Directors, to represent respectively the Government Secretariat Department dealing in:</p> <ul style="list-style-type: none"> • Finance • Health & Municipal Administration • Public Works <p>Four Directors to represent the local authorities, on from each revenue division.</p> <p>Eight other Directors of whom four shall be possessing wide experience in the field of Public health engineering with reference to Water Supply or drainage or disposal of industrial wastes, who are not employed by the Government or a local authority or corporation owned or controlled by the Government.</p> <p>The Board shall be charged with the functions of providing financial assistance by way of loans and advances to local authority in the state for assisting in providing for the following amenities namely:-</p> <ul style="list-style-type: none"> • Water Supply and Drainage for urban areas: and • Other activities which are entrusted to the Board from time to time by the Government. <p>The Board shall perform all or any of the following functions namely:-</p> <p>(a) at the instance of the Government or a local authority “ or suo motu”</p> <ul style="list-style-type: none"> • Investigating the nature and type of scheme that can be implemented in the area of any local authority for the provision of drinking water drainage facilities: • Planning and preparing of schemes including schemes covering areas failing within the jurisdiction of more than one local authority for the purpose of providing the supply of drinking water or drainage facilities.

	<ul style="list-style-type: none"> • executing such schemes under a phased programme for the provision of drinking water drainage facilities within the areas of local authorities to which such schemes relate; • Operation and maintenance of drinking water supply and drainage undertakings either wholly or in part and subject to such terms and conditions as the Government may, specify; <p>(b) providing technical assistance or giving advice to local authorities in the execution and maintenance of urban water supply and drainage works;</p> <p>(c) establishing and maintaining schemes incidental to urban water supply and drainage such as testing of water, designing of plant for purification of water, conducting research relating to urban water supply land maintaining farm schemes;</p> <p>(d) any other matter which is supplemental, incidental or consequential to any of the above functions; and</p> <p>(e) such other functions as may be prescribed</p> <p>(2) No scheme estimated to cost more than ten lakhs of rupees shall be carried out by the Board except with the previous approval of the State Government.</p>
Powers of the Board	<p>The Board shall for the purpose of carrying out its functions under this Act, have the following powers namely:-</p> <ul style="list-style-type: none"> • to acquire and hold such movable and immovable property as it deems necessary and to lease, sell or otherwise transfer any such property subject to such conditions as may be prescribed; • to acquire under the Land Acquisition Act, 1894 (Central Act I of 1894) any land or any interest therein required by the Board for implementing any scheme; • to incur expenditure and undertake any work in any area in the State for the preparation and execution of such schemes as it may consider necessary for the purpose of carrying out the provisions of this Act or as the case may be, the functions entrusted to it by the Government. • to enter into any contract, and • to do all things necessary for the purpose of carry out the provisions of this Act. • to agree to refuse to prepare & execute the scheme.

	<ul style="list-style-type: none"> • to provide meters • to enter premises and cut of water supply • to borrow and lend money • to levy rate etc; • to write of irrecoverable amounts;
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Section 4(b) II

Powers of Officers	<p>(i) The Managing Director may, in case of emergency direct the execution of any work or the doing of any act which requires the sanction of the Board, if the immediate execution or the doing of which is, in his opinion, necessary for the service or safety of the public and my also direct that the expenses of executing the work or of doing the act shall be paid from the funds of the Board:-</p> <p>(ii) Powers of Managing Director as to institution, composition etc., of legal proceedings, and obtaining legal advice.</p>
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Section 4(b) III

The Procedure followed in the Decision making process, including channels of supervision and accountability	<p>The proposals received by the Sub-divisions and Divisions in the matter of execution/ repairs of water supply and sanitary works are processed and examined by the Managing Director/Chief Engineer in terms of the provisions of the Karnataka Urban Water Supply & Drainage Board Act/the instructions of the Government and placed before the Board for approval. The Board meeting ordinarily meets once in a month. In urgent matters it can meet frequently. The Managing Director/Chief Engineer/ Secretary/ CAO is required to prepare the Agenda of the meeting of the Board in consultation with the Chairman. After approval of the proposed by the Board, the Managing Director can implement the decision if such decisions are with in the powers of the Board in such reasonable times as may be required. If the decision requires the approval of the Government, the Managing Director will accordingly seek the approval. Secretary to Government Urban Development Department/ Chairman/ Managing Director & Director of the Karnataka Urban Water Supply & Drainage Board are vested with the Supervisory powers and these officers can suspend/set aside the decision if found to be contrary to the provisions of the Karnataka Urban Water Supply & Drainage Board Act. The Chairman/Director and the Managing Director/Chief Engineer/ Secretary/ CAO are accountable for all happenings in the Board.</p>
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Section 4(b) IV

<p>The norms set for the discharge of the function of the Board.</p>	<p>The Board functions within the norms stipulated in the Karnataka Urban Water Supply and Drainage Board Act 1973 (Karnataka Act No.25 of 1974) and the regulations framed there on. In addition to the above</p> <p>a) re-constitution of the internal audit wing</p> <p>b) internal audit by chartered account have been implemented in the board</p>
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Section 4(b) V

<p>Following of rules regulations instruction manuals records held by Board or under its control are used by its employees for discharging its functions.</p>	<ul style="list-style-type: none">• Hand Book of procedure• Karnataka Civil Services Rules• Karnataka Financial Code• P.W.D Accounts Code• Karnataka Treasury Code• P.W.D Departmental Code• Karnataka Urban Water Supply & Drainage Board act 1973.• Karnataka Transparency in Public Procurement act• The Karnataka Government Servant (Medical attendance) rules 1963.• Karnataka Urban Water Supply and Drainage Board Services Cadre and recruitment Regulations.• K.C.S (CCA & Conduct rules).
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Section 4(b) VI

A statement of the categories of documents that are held by the Karnataka Urban Water Supply and Drainage Board	<ol style="list-style-type: none">1. Cash Book register indicating all receipt and expenditure.2. Register of the proceedings of the Karnataka Urban Water Supply and Drainage Board.3. Register containing Assets of the Board.4. Project report and maps of the Road, Drainage, Water Supply and other infrastructure facilities build by the Karnataka Urban Water Supply and Drainage Board.5. Proceedings of the Board Meeting.6. Register containing sanction of leave increment etc.7. Register containing the sanctioned of projects, Agreements paid Vouchers.
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Section 4(b) VII

The particulars of any arrangement that exists for consultation with or representation by the members of the public in relation to the formulation of policy of the Board. or implementation there of.	The programmes and policies of the Karnataka Urban Water Supply and Drainage Board are formulated by Directors of the Board which consists of Government representatives and Public representation nominated by the state Government. The Karnataka Urban Water Supply and Drainage Board in certain occasions does consult the Directors wherever necessary.
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Section 4(b) VIII

A statement of the boards, councils committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advise and as to whether meeting of those boards,	<ul style="list-style-type: none">• The Board may from time to time appoint committees consisting of such number of persons as it may think fit for the purpose of discharging such duties or performing such functions and on such terms and conditions as may be prescribed by regulations.• The Chairman, or such other person as he may nominate in this behalf shall be the president of the committee and the committee shall observe such rules of procedure in regard to transaction of business at its meetings as may be prescribed by regulations.
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councils, committees and other bodies are open to the public or the minutes of such meetings are accessible for public.	<ul style="list-style-type: none">• Tenders scrutiny committee• Purchase Committee• Direct Recruitment Committee• All proceedings of the Committee shall be subject to confirmation by the Board.
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