

Notes of Discussion

Eighth Meeting of the Executive Committee, B.M.R.D.A. held on the 5th January, 1977.

Place : Chamber of the Chairman, Executive Committee.

Members Present:

- Shri J.B. D'souza, Chief Secretary - Chairman.
- Shri B.C. Cariappa, Managing Director, CIDCO, Member.
- Shri C.M. Correa, Chairman, Housing, Urban Renewal and Ecology Board, Member.
- Shri L.C. Gupta, Secretary to the Government of Maharashtra, Urban Development and Public Health Department - Member.
- Shri N.G.K. Murti, Chairman, Water Resources Management Board.
- Shri P.V. Nayak, Metropolitan Commissioner.

Invitees :

- Shri W.D. Bhide, Member Secretary, W.R.M. Board,
- Shri C.S. Menon, Financial Adviser, B.M.R.D.A.,
- Shri R.Y. Tambe, Member Secretary, T. & C. Board,
- (Shri J.R. Patwardhan, City Engineer, B.M.C. also attended in the absence of Shri B.G. Deshmukh, Municipal Commissioner, B.M.C.)

Item No. 1 Confirmation of the minutes of the Seventh Meeting.

The minutes of the Seventh meeting of the Executive Committee held on the 4th December, 1976, were confirmed, subject to the following amendment, viz.

For the statement in the Resolution 11, the following should be substituted, namely :-

Sr. No.	Extent of powers delegated	Appointing Authority (Designation of Officer)	Remarks
1.	2.	3.	4.
1.	To select and to make appointments by deputation from Govt. & Semi-Govt. Organisations (including Public Sector Undertakings) against sanctioned posts in the sanctioned scales, the maximum of which does not exceed Rs.1,500/- p.m.	i) Member Secretaries of the Functional Boards; ii) Financial Adviser; and iii) Secretary, Executive Committee in respect of the staff and officers	The appointment shall be made - (a) in consultation with the Chairman of the Functional Boards concerned in respect of the staff and officers of the Functional Board, and the Metropolitan Commissioner in respect of the

1.

2.

3.

4.

- respectively other staff and
under officers; and
- i) the Functional (b) on the terms
Boards, and conditions to
be stipulated by
the Deptt./Office
deputing the
staff/officers.
- ii) the Finance &
Accounts Divi-
sion; and
- iii) the residual
office units.

2. To select and to
make appointments
by deputation
from Govt. and
Semi-Govt. Organi-
sations (including
Public Sector
Undertakings)
against all sanct-
ioned posts and
sanctioned scales,
the maximum of
which exceeds
Rs. 1,500/- p.m.

Metropolitan
Commissioner.

The appointment shall
be made -

(a) in consultation
with the Chairman
of Functional Board
concerned in respect
of the staff and
officers of the
Functional Board;
and

(b) on the terms
and conditions to
be stipulated by
the Deptt./Office
deputing the staff/
officers.

Item No. 2 : Action taken on the minutes of the Sixth and
Seventh meetings held on the 6th November and
4th December, 1976.

The action taken was noted.

Item 11 of the Sixth meeting (Preparation of Regulations for
the Revolving Fund of the Authority).

The Secretary, Urban Development, informed the Committee
that the Law and Judiciary Department had advised that contri-
butions to the Revolving Fund could only be in the form of
grants. He said that, as this would create difficulties, he
had proposed that the matter should be discussed in a meeting
with the Chief Secretary. The Chairman directed that the
representatives of the Authority should also be invited to
the meeting.

Item 5 of the Seventh meeting (Task Force for preparation of the
Prospective Plan and monitoring of investments-- Transport
and Communications Board).

The Chairman desired that action should be expedited.
The Metropolitan Commissioner explained that action was being
initiated by all the three Functional Boards to prepare the
perspective plans for the next two years.

.....3/-

The Chairman noted that action taken by the Bombay Municipal Corporation had not been reported. He requested the City Engineer to report action on the outstanding items concerning the Bombay Municipal Corporation.

The Secretary, Urban Development, observed that the action on the items outstanding from the previous meetings was not reported. The Chairman directed that progress on items outstanding ~~xxxxxx~~ from the previous meetings should be reported.

Item No.3 : Functions of the Bombay Metropolitan Region Development Authority.

The Chairman, Housing, Urban Renewal and Ecology Board, explained the ideas underlying the agenda note. The Committee generally approved the line of action and procedures suggested in the agenda note. It decided that no formal procedures need be laid down, and that the Management Group should meet regularly once a week.

It also decided that the meetings of the Executive Committee might be held regularly on the 4th Friday of each month (in the after-noon).

Item No.4 : Engagement of Consultants under the Bombay Urban Transport Project.

The Metropolitan Commissioner explained the proposals, and gave a general indication of his discussion with the then Metropolitan Commissioner, Shri Seshadri, who had discussed the outline of the consultancy arrangements with the representatives of the World Bank.

The Committee approved of the terms of reference and decided that they be communicated to the World Bank. The Committee also authorized the Metropolitan Commissioner to make such modifications in the terms of reference as may be necessary in the light of the World Bank's reply. The Metropolitan Commissioner need refer the matter again to the Executive Committee only if he considers it necessary.

The short list of consultants for Organisation and Management consultancy and the Finance and Accounts Consultancy was approved for reference to the World Bank with one change, viz., in place of 'Tata Consultancy Services, Bombay', the name of "Jammalal Bajaj Institute of Management Studies, Bombay", should be substituted.

The qualifications, experience and job descriptions of the Urban Transport Economics Adviser were approved for reference to the World Bank. As regards the Traffic Policy Adviser, it was generally felt that an engineering degree may not be a very relevant qualification, and that training in operations research relating to transport/traffic might be more desirable. It was decided that the Metropolitan Commissioner should amend the prescribed qualifications in the light of the discussions before sending the draft to the World Bank.

The time schedule proposed for engaging the consultants/advisers was also approved.

Item No. 5 : Survey of lands in Metro Region

The proposal to incur an expenditure of Rs. 1.50 lakhs was approved.

Item No. 6 : Delegation of powers

The proposed delegation of powers was approved.

Item No. 7 : Purchase of additional furniture

The proposal was approved. The Chairman suggested that the Metropolitan Commissioner consider taking over on hire or by outright purchase, some surplus furniture available in Mantralaya, which was in good condition.

Item No. 8 : Appointment of Staff

The proposals were approved. The Metropolitan Commissioner informed the Committee that the Government orders regarding reservation of vacancies for Backward classes were not lost sight of though at present most appointments were made on deputation from Government and public sector organisations, and that it should be possible to comply with the prescribed ratio of backward class candidates as the Authority would go in for appointments from the open market in due course.

Item No. 9 : Appointment of Junior Urban Planner and Tracer in the HURE Board.

The proposals were approved.

Item No. 10 : Appointment of Telephone Operator

The proposal was approved.

Bassed on the above discussions in the meeting, the following Resolutions were passed :-

Resolution 12 : Resolved that -

- (1) the terms of reference relating to the organisation, management and finance consultants, as shown in Appendix 1, are approved and may be sent to the World Bank for its concurrence. The Metropolitan Commissioner is authorised to make such modifications in the terms of reference as may be necessary, in the light of the reply of the World Bank;
- (2) the following short list of consultants for the Organisation and Management consultancy and the Finance and Accounts consultancy should be forwarded to the World Bank along with the terms of rerefence for its concurrence :-
 - i) Indian Institute of Management, Ahmedabad,
 - ii) Indian Institute of Management, Bangalore,
 - iii) Indian Institute of Management, Calcutta,
 - iv) Administrative Staff College of India, Hyderabad, and
 - v) Jamnalal Bajaj Institute of Management Studies, Bombay;
- (3) the time schedule for engagement of the consultants and advisers, as already forwarded to the World Bank, be approved;
- (4) the qualifications, experience and job descriptions of the two transport consultants/advisers, as shown in Appendioes 2 and 3 respectively, should be sent to the World Bank, after such modification to the qualifications of the Traffic Policy Adviser (Appendix 3) as the Metropolitan Commissioner may make in the light of the discussions at the meeting.

Resolution 13 : Resolved that an expenditure (estimated by the Director, Survey of India, at Rs. 1.50 lakhs) be incurred on payment to the Director, Survey of India, for preparation of detailed survey maps of lands in the Bombay Metropolitan Region, indicated in the agenda note on item 5.

Resolution 14 : Resolved that the Executive Committee, in exercise of the powers conferred on it by clause (vii) of sub-section (2) of section 7 of the B.M.R.D.A. Act, 1974, and all other powers enabling it in this behalf, approves the delegation of powers to the officers of the Authority, as indicated in Appendix 4, subject to the following :-

- (1) The delegated powers shall be exercised, subject to the availability of the budget provision to meet the connected expenditure.
- (2) Any authority higher than the competent authority shall be competent to exercise the powers of the lower authority.
- (3) In case the designation of a post, to which the specific power is delegated, is changed, the Chairman of the Executive Committee shall be competent to declare that the powers delegated to the previous authority shall be exercisable by the authority occupying the re-designated post.
- (4) The Delegation of Powers involving an outlay of Rs. 25,000 and above per case shall be exercised with the concurrence of the Financial Adviser, and in the case of exercise of power by the Financial Adviser in such case, the concurrence of the Metropolitan Commissioner shall be obtained.

Resolution 15 : Resolved that the Executive Committee, in exercise of the powers conferred on it by clause (vi) of sub-section (2) of Section 7 of the B.M.R.D.A. Act, 1974, and all other powers enabling it in this behalf, approves purchase of the items and quantity of furniture, from the suppliers and at the rates specified in the statement attached as Appendix 5.

Further resolved that the quantity to be purchased from the suppliers mentioned in Appendix 5 be reduced by the Metropolitan Commissioner to the extent of the corresponding furniture items that may be available from the surplus furniture of Mantralaya to be taken over on hire or outright purchase by the B.M.R.D.A.

Resolution 16 : Resolved that the Executive Committee in exercise of the powers conferred on it by clause (ii) of sub-section (2) of section 7 of the B.M.R.D.A. Act and all other powers enabling it in this behalf :

- (i) approves the appointment of staff/Officers in the B.M.R.D.A. as shown in Statement 'A' of Appendix 6 with effect from the dates of appointments respectively shown against them; and
- (ii) grants extension of appointment by one year to Shri H. L. Phadke, Dy. Accountant, and Shri D.B. Telang, Head Accountant, from 12.1.1977 and 18.1.1977 respectively.

Resolved further, that the appointments made on deputation of the staff shown in the Statement 'B' of Appendix 6 under the powers delegated by the Executive Committee by its Resolution No. 11, dated the 4th December, 1976, are noted.

Resolution 17 : Resolved that the Executive Committee, in exercise of the powers conferred by clause (ii) of sub-section (2) of section 7 of the B.M.R.D.A. Act, 1974, and all other powers enabling it in this behalf, approves the appointment of

- (a) Kunari R.M.J. Salian as Junior (Urban) Planner on a consolidated salary of Rs. 500/- p.m. for a period of three months from the date she takes over charge of the post; and
- (b) Shri V.S. Newasekar as Tracer in the scale of Rs. 115-4-135-5-160-EB-5-185-6-215, for a period of 6 months with effect from the date he joined.

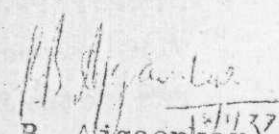
Resolution 18 : Resolved that the Executive Committee, in exercise of its powers under clause (ii) of sub-section (2) of section 7 of the B.M.R.D.A. Act and all other powers enabling it in this behalf, approves the appointment of Miss L.T. Bijlani as Telephone Operator in the scale of Rs. 115-4-135-5-160-EB-5-185-6-215.

No. SEC/MTG/305/77.

Bombay Metropolitan Region
Development Authority,
New Administrative Offices
Building, (18th Floor),
Opp: Mantralaya,
Madan Cama Road,
Bombay - 400 021.

Dated the 18th January, 1977.

A meeting of the Executive Committee was held on
January 5, 1977. The Notes of Discussion of this meeting
and the Resolutions passed by the Executive Committee are
sent herewith for your information and necessary action.


(R. B. Ajgaonkar)
Secretary, Executive Committee.

D.A. : As above.

To:

- Shri J.B. D'Souza, Chief Secretary to the Government of
Maharashtra, General Administration Department - Chairman
- Shri B.C. Cariappa, Managing Director, CIDCO., - Member.
- Shri C.M. Correa, Chairman, Housing, Urban Renewal and Ecology
Board - Member.
- Shri B.G. Deshmukh, Municipal Commissioner,
Municipal Corporation of Greater Bombay - Member.
- Shri L.C. Gupta, Secretary, Urban Development and
Public Health Department - Member.
- Shri N.G. K. Murti, Chairman, Water Resources Management
Board - Member.
- Shri P.V. Nayak, Metropolitan Commissioner.

Copy with
compliments
to:

- The Financial Adviser, BMRDA.
- The Member-Secretary, HURE Board, BMRDA.
- The Member-Secretary, T. & C. Board, BMRDA.
- The Member-Secretary, WRM Board, BMRDA.

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~~Item 4 - Appendix 1~~

BOMBAY METROPOLITAN REGION DEVELOPMENT AUTHORITY

CONSULTING SERVICES FOR ORGANIZATION, MANAGEMENT,
STAFFING AND PROJECT MONITORING; ACCOUNTING AND
FINANCIAL MANAGEMENT

TERMS OF REFERENCE

I. Introduction

1.01 The Bombay Metropolitan Region Development Authority (BMRDA) is a regional planning, development control and financing agency established by the Bombay Metropolitan Region Development Authority Act, 1974 (as amended). It has development planning and control powers derived from a Regional Planning Act and investment funding capabilities based on statutory financial inputs from the State Government of Maharashtra borrowing powers and local revenue raising powers.

1.02 To implement effectively its powers and duties, BMRDA is seeking consultant assistance in the fields of organization, management and finance. The following consulting services are envisaged:

- (i) preparation of proposals for organizational structure activities and staffing, and preparation and installation of administrative and project monitoring systems, and
- (ii) preparation and installation of proposals for accounting and financial management including: (a) a complete accounting and financial management system; and (b) forecast income and expenditure statements, cash flow statements and balance sheets at year end for the year 1977/78 through 1981/82; and (c) the principles of the Loans Fund operation including loan terms and conditions.

1.03 Separate terms of reference for these services are set out in Annexes 1 and 2 attached hereto.

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BOMBAY METROPOLITAN REGION DEVELOPMENT AUTHORITYTerms of Reference for Consulting Services for :

Recommending Organizational Structures and Activities; Recommending a Staffing Program; Recommending and Installing Administrative Systems; and Recommending and Installing a Project Monitoring System for BMRDA.

1. Objectives

The objectives of the consulting services are to :

- (i) recommend effective organizational structures for the BMRDA to enable it to perform its statutory duties, functions and powers;
- (ii) recommend work programs for the functional boards and other units;
- (iii) recommend staffing schedules, by posts, and by time schedule for establishing posts and recruiting staff;
- (iv) recommend and assist in installing systems of administrative procedures and a project monitoring and control system in the BMRDA;
- (v) train the staff associated with the systems; and
- (vi) provide Final Reports on each activity containing
 - (a) details of the work carried out by the Consultant; and
 - (b) review of the effectiveness of the installed systems.

2. Scope of Consulting Services2.01 Organizational Structures and Activities:

The Consultant shall review existing and proposed organizational structures for BMRDA including all Functional Boards and operational units and departments, after taking into consideration short-term (one to three years) and long-term commitments of BMRDA. The consultant shall, inter alia:

- (i) recommend the organizational structures which he considers most appropriate;
- (ii) define the appropriate responsibilities of the Functional Boards, operational units and departments; and recommend their inter - relationships;
- (iii) prepare short term (three year) work programs for the Functional Boards, operational units and departments; and
- (iv) prepare job descriptions for key positions.

BOMBAY METROPOLITAN REGION DEVELOPMENT AUTHORITYTerms of Reference for Consulting Services for :

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- (ii) define the appropriate responsibilities of the Functional Boards, operational units and departments; and recommend their inter - relationships;
- (iii) prepare short term (three year) work programs for the Functional Boards, operational units and departments; and
- (iv) prepare job descriptions for key positions.

2.02 Staffing: Based on the recommended organizational structures, work programs and job descriptions, the Consultant shall prepare proposals for staffing of BMRDA including the following:

- (i) identify the short (one to three year) and long-term staffing and training requirements;
- (ii) prepare staff recruitment and training schedules; and
- (iii) train selected staff of BMRDA to carry out continuing studies as above.

2.03 Administrative Systems:

The Consultant shall propose a system of basic management and administrative procedures for BMRDA, including each Functional Board, operational units and departments, for an expeditious and efficient attainment of the objectives of the Authority. Following BMRDA acceptance of the proposals, including amendments made thereto by BMRDA, the Consultant shall assist in installing the proposed systems and train the staff concerned in their respective duties and responsibilities.

2.04 Project Monitoring: The Consultant shall propose a project monitoring system or systems, and demonstrate the working of such system or systems. Following BMRDA acceptance of the proposals, including amendments made thereto by BMRDA, the Consultant shall assist in installing the proposed system (s) and train the staff concerned in their respective duties and responsibilities. The system (s) should include:

- (i) typical PERT or similar work control networks;
- (ii) procedures for project management, procurement, engineering design, construction supervision, commissioning, and operation; and
- (iii) reporting system to management to provide information on the periodic (weekly, or monthly, or quarterly, as appropriate) progress of operations and/or projects development.

3. Time Schedules and Reports

3.01 For the execution of the consultant services the following time schedule is tentatively proposed.

Time after
Contract Award

- (i) Organizational Structures and Authorities
 - (a) Consultant's submission of preliminary Report 2 months
 - (b) BMRDA approval 5 months
 - (c) Final Report 6 months
- (ii) Staffing
 - (a) Consultant's submission of Preliminary Report 1 month after (i) (b) above
 - (b) BMRDA's Approval 3 months after (ii) (a) above
 - (c) Final Report 1 month after (ii) (b) above
- (iii) Administrative Systems
 - (a) Consultant submission of preliminary report 4 months
 - (b) BMRDA's appraisal of preliminary report 7 months
 - (c) Installation of systems 18 months
 - (d) Final Report 20 months
- (iv) Project Monitoring System
 - (a) Consultant's Submission of preliminary report 3 months
 - (b) Preliminary management reporting system (s) demonstration 6 months
 - (c) BMRDA's Approval 9 months
 - (d) Management reporting system installation 12 months
 - (e) Final Report 18 months
 - (f) On-the -job Training 9-18 months

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BOMBAY METROPOLITAN REGION DEVELOPMENT AUTHORITYTerms of reference for Consulting Services for :Recommending and Installing Accounting and
Financial Management Systems for BMRDA.1. Objectives

- 1.01 The objectives of the consulting services are to :
- (i) Recommend and install a modern public authority type accruals accounting system;
 - (ii) recommend and install financial management systems and reporting systems, which can be operated where appropriate in conjunction with project monitoring and control systems;
 - (iii) train the staff associated with the systems; and
 - (iv) provide Final Reports on each activity containing (a) details of work carried out by the Consultant; and (b) review of the effectiveness of the installed systems.

2. Scope of Consulting Services

- 2.01 The Consultant shall design a modern public authority accruals accounting system for BMRDA, capable of being introduced and operated from April 1, 1978. The Consultant shall pay particular attention to the features listed in the following paragraphs, but is free to present to BMRDA a complete system of his own design, providing it is satisfactory to the BMRDA. The outline of the system and scheme of operation shall be presented to BMRDA not later than three months after commencement of the contract.
- 2.02 The Consultant shall include together with his proposed system under para 2.01 above, a complete program of training for BMRDA personnel, who will be associated with the proposed system, and on receipt of BMRDA approval thereto, shall proceed with the system installation and training.
- 2.03 The Consultant shall prepare a manual of operation for the proposed system and to ensure that these are available to BMRDA personnel as necessary for their efficient operation of the system, but in any event not later than February 28, 1978.
- 2.04 The BMRDA has appointed a Financial Adviser responsible to the Metropolitan Commissioner and the BMRDA for accounting operations of the BMRDA. The Financial Adviser would cooperate fully with the Consultant to install the proposed system and complete the training program. The Consultant should, therefore, ensure that the Financial Adviser is kept fully informed of all proposals and developments related to the proposed system and training, and should maintain primary liaison with BMRDA through him. BMRDA will have appointed certain accounting personnel prior to the commencement of this phase of the work. The Consultant will be required to advise BMRDA of the personnel changes which may be necessary, and the timing thereof, for the

introduction of the proposed system. The Consultant should carefully frame the system proposals to make maximum use of personnel and, where appropriate, accounting machinery.

2.05 The Consultant shall cooperate with any other consultants who may be engaged by BMRDA, in particular the consultants for organization and management. The Consultant will also be required from time to time to prepare information for the use of BMRDA from accounting systems being developed, for review by BMRDA and to enable BMRDA to provide data to other authorities.

2.06 The Consultant is advised to consider the use of the following sub-systems of the principal accounting system:

- (i) Assets register and associated inventories
- (ii) Depreciation Provision Records;
- (iii) Billing for all forms of BMRDA's revenues;
- (iv) Collection systems;
- (v) Loan accounting and operation of the Loans Fund;
- (vi) Cost accounts, either integrated or separated using control accounts;
- (vii) Stores accounting;
- (viii) Personnel records;
- (ix) Salaries and Wages system including provident Fund; gratuity and pension accounts;
- (x) Sources and Application of Funds Statements (Cash Flows); and
- (xi) Final accounts and balance sheets.

2.07 The BMRDA requires that from the information to be available in the accounting system, and by association with other systems of BMRDA including in particular systems for project management and control, the Consultant shall prepare for the BMRDA's approval a system of financial management and reporting. The intention is that BMRDA and the senior officers can be regularly and effectively informed of the operational and financial condition of all activities of the Authority.

2.08 The Consultant is advised to consider the inclusion of the following sub-systems in the proposed system of financial management and reporting:

- (i) Budgeting, including performance budgets;
- (ii) Short and long-range planning forecasts for capital programs;
- (iii) Project cost reporting;
- (iv) Operational cost
- (v) Lending rate review, i.e., to enable BMRDA to consider the effectiveness of rates which may be proposed;
- (vi) Cash flows;
- (vi) Stocks and inventories holdings;
- (viii) Arrears of revenue;
- (ix) Loans Fund operations; and
- (x) Internal audit programs and reports.

2.09 BMRDA will be prepared to consider proposals from the Consultant from mechanized or electronic data processing systems, but will wish to be satisfied that BMRDA's staff have received adequate basic accounting training to enable them to fully and efficiently operate such systems. The Consultant should submit detailed costing proposal for such systems when making any proposals thereon to BMRDA.

2.10 BMRDA has prepared Financial Regulations and Loans Fund Regulations which the Consultant should take into account when preparing and installing the systems. The Consultant will be required to advise on the adequacy of these Regulations vis-a-vis the systems adopted by BMRDA and provide appropriate advice to BMRDA on any necessary amendments or additions thereto.

2.11 The Consultant shall prepare (i) the final accounts of BMRDA for the year ended March 31, 1978 and be prepared to assist BMRDA in making any replies to questions or inquiries made by the BMRDA auditor for the fiscal year 1977/78; and (ii) the BMRDA budget for 1978/79 as part of the proposed financial management reporting system. The Consultant shall be responsible for the accuracy and completeness of the accounts and budgets for these fiscal periods, but not for the competence of BMRDA staff who may be engaged in the preparation thereof. The Consultant should, therefore, ensure that BMRDA is kept fully informed on the adequacy of the staff of BMRDA insofar as their operations may reflect upon the performance of the Consultant.

2.12 The Consultant should provide after consultation with appropriate officials of BMRDA a forecast for each fiscal year from 1978/79 through 1983/84 of (i) the income and expenditure; (ii) the sources and application of funds; and (iii) the balance sheets as of March 31 in each year.

2.13 The Consultant shall recommend principles of operation of the Loans Fund. These principles should address, inter alia, possible debt-equity ratios, borrowing/commitments relationships, methods of determination of lending terms and conditions, cash holdings, temporary investments, pooling principles and other matters leading to sound operation of a Loans Fund.

2.14 At the conclusion of the assignment the Consultant shall submit a final report which shall include, inter-alia:

- (i) assessment of the efficiency and weaknesses of the system
- (ii) the extent of further personnel training required;
- (iii) outline of short-and long-term developments which the Consultants anticipate should be instituted by BMRDA to maintain an efficient accounting and financial management systems;
- (iv) criteria which the BMRDA should consider in detailing the system to obtain maximum advantage from the accounting and financial management systems; and
- (v) assessment of the capability and capacity of personnel engaged on accounting and financial management systems

3. Time Schedule and Reports

Time after
Contract Award.

(1) Accounting System :

- (a) Consultant's submission of preliminary report recommending the system to be adopted 3 months
- (b) BMRDA approval 6 months
- (c) Installation of approved accounting system 24 months
- (d) Presentation of BMRDA final accounts for 1977-78 by June 30, 1978
- (e) Final report 27 months

(II) Financial Management System :

- (a) Consultant's submission of preliminary report recommending the system to be adopted 3 months
- (b) BMRDA approval 6 months
- (c) Installation of approved financial management system 16 months
- (d) Financial forecasts 1978-79 through 1983-84 12 months
- (e) Principles of Loans Fund Operation 6 months
- (f) Final Report 18 months

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Urban Transport Economics Adviser

Post Title: Urban Transport Economics Adviser to the Transport and Communications Board of the Bombay Metropolitan Region Development Authority.

Qualifications: The Adviser shall have a degree in economics or finance and shall have a minimum of five years' professional experience in transport operations and/or planning including costing and pricing of urban public transport services, and funding of operations and improvements. Part of his (her) professional experience shall have been spent in cities of developing countries.

Duties: The Adviser shall advise and assist the Board in the:

- (a) review of comparative financial and economic costs of peak and off-peak line haul, collection and distribution services by suburban rail scheduled standard size bus, scheduled mini bus and supplementary service vehicles 1/ including review of analyses prepared by the City and Industrial Development Corporation;
- (b) review of the level and structure of fares for all major public transport modes and a comparison of such fares with the financial and economic costs identified in part (a) above, with the incomes and expenditures of users of these services and the prices charged for other modes.
- (c) analysis of the incidence of present operating and capital costs of transport services including fares and taxes as between various public entities (local, state and central governments) and individuals, the effects of such incidence on the demand for various services, on income distribution and overall regional development;
- (d) review the need for greater integration of fare and ticket systems on various public transport modes;
- (e) preparation of objectives and policies for public transport pricing consistent with regional development objectives; and
- (f) preparation of recommendations for tax and fare revisions consistent with the objectives and policies identified in (e) above.

Duration: Twelve months.

1/ Vehicles used only in peak periods for scheduled services and in other periods for contract or of services.

Traffic Policy Adviser

Post Title: Traffic Policy Adviser to the Traffic Planning and Evaluation Sub-committee of the Transport & Communications Board of the Bombay Metropolitan Region Development Authority.

Qualifications: The adviser shall have a degree in engineering or allied fields with additional qualifications in transport/traffic engineering and with a minimum of five years experience in traffic engineering and management.

Duties: The Adviser shall advise and assist the Traffic Planning and Evaluation Sub³committee on all aspects of traffic engineering and management including:

- (a) Analysis and evaluation of transport networks and services and identification of deficiencies;
- (b) design and execution of traffic and transport analyses;
- (c) examination of measures to encourage public transport services including review of regulations concerning private mini-bus and supplementary transport services;
- (d) municipal administration of traffic engineering operations;
- (e) enforcement of traffic engineering measures;
- (f) area road pricing, and other measures to encourage economy in the use of road space;
- (g) policies and control measures relating to car parking, both on- and off-street;
- (h) monitoring of traffic volumes, composition and speeds, the occupancy of vehicles, and other key indicators of effective traffic management; and
- (i) promotion of traffic safety measures and the measurement of the incidence of accidents to road users.

Duration: Twelve months.

Resolution 14 : Appendix 4

BOMBAY METROPOLITAN REGION DEVELOPMENT AUTHORITY- EXECUTIVE COMMITTEE.

DELEGATION OF POWERS.

(2)	(3)	(4)	(5)
Nature of Power.	Delegated to	Limits	Remarks.
Emergent purchase and local purchase, provided there is no valid rate contract.	(i) M.C. (ii) F.A. and M.S. of F.Bs. (iii) Secy. Ex. Committee.	Upto Rs. 500/- per item, subject to Rs. 25,000/- in one year. Upto Rs. 250/- per item, subject to 10,000/- in one year. Upto Rs. 100/- per item, subject to Rs. 5,000/- in one year.	Subject to procedure laid down in the BMRDA (Financial) Regulations, 1976, as may be amended from time to time. Where there is no specific provision in the above Regulations, the procedure prescribed by the State Govt. for Govt. Depts. should be followed.
Hire of furniture, office equipment, etc.	(i) M.C. (ii) F.A. and M.S. of F.Bs. (iii) Secy, Ex. Committee	Full Powers For 6 months, subject to a maximum of Rs. 3,000 per year. For 6 months subject to a maximum of Rs. 2,000/- per year.	-do-
Purchase of (a) Office furniture, office equipment and electric equipment, (b) office stationary and printing of forms and (c) electric material.	(i) M.C. (ii) F.A. and M.S. of the F.Bs. (iii) Secy Ex. Committee.	Upto Rs. 2 lakhs per year. Upto Rs. 1 lakhs per year. Up to Rs. 50,000 per year.	-do-
Purchase of books and publications.	(i) M.C. (ii) F.A. and M.S. of the F.Bs. (iii) Secy. Ex. Committee.	Upto Rs. 5,000/- per year. Upto Rs. 3,000/- per year. Upto Rs. 1,000/- per year.	-do-

Sr.No.	Item of Furniture	Quantity	Rate per piece Rs.	Name of Supplier
1.	Officer's Table	19	1,497.25	M/s. Godrej Boyce Mfg. Co.
2.	Staff Tables (Large)	12	875.55	"
3.	Staff Tables (Small)	48	754.81	"
4.	Officers Revolving Chairs	7	433.09	"
5.	Filing Cabinets	13	767.18	"
6.	Chest of Drawers	3	2,091.20	"
7.	Stools	21	80.43	"
8.	Cupboards (Big)	23	814.70	M/s. All Steel
9.	Cupboards (Minor)	12	546.95	"
10.	Staff Chairs	163	135.00	M/s. Sajawat Steel Furniture
11.	Racks	69	150.00	"
12.	Cupboard with glass doors	1	950.00	"
13.	Meeting Room Table	1	2,100.00	"

csp/-
6.1.

Resolution 16 : Appendix 6

Statement 'A'
00179

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Appendix - Item No. 8

Designation	Pay Scale	Name of the Person	Date of Appointment	Manner in which selected
Staff Car Driver.	110-3-122-4-150-EB-5-195	Shri B. G. Kamble	From the date joins.	Selected after driving test out of the candidates who had applied for the post of Driver. No suitable candidates available through Employment Exchange.
Roneo Peon.	90-2-96-EB-3-120	Shri P. P. Kadam	17.11.1976	Appointed from amongst serving peons.
Peon.	75-1-80-2-90-EB-2-100	Shri V. B. Salvi	03.12.1976	Retrenched from Government Department. --- Appointed after interview.
Peon.	"	Shri S. B. Pawar	10.12.1976	"
Peon.	"	Shri A. V. More	From the date vacancy occurs.	"
Ferro-Printer- -Cum-Peon in Kalyan Complex Office.	"	Shri B. H. Bhalerao	From the date he joins.	Selected after interview out of the candidates sponsored by the -- Regional Employment Exchange, Dhane.

00180

Annexure - Item No. 8

Statement 'B'

Sr. No.	Designation	Pay Scale	Name of the Person	Date of Appointment	Manner in which selected
1.	Tracer in the Transport and Communications Board.	115-4-135-5-160-EB-5 -185-6-215.	Shri P. M. Sawant	21.12.1976	Nominated by the P.W. & H.D. on deputation.
2.	Tracer in Kalyan Complex Office	-"-	Shri K. D. Wilankar	From the date he joins.	Nominated by M.I.D.C. on deputation.

osp/-