

Proactive Disclosure under Sector 4 of RTI Act 2005

1	Particulars of its organization, function and duty	<p>“Gurugram Metropolitan City Bus Limited (GMCBL)” has been incorporated as a Special Purpose Vehicle (SPV) under the provisions of the Companies Act, 2013 with the objective to set up, manage, operate and maintain a City Bus transport system in Gurugram Metropolitan Development Authority Act, 2017. GMCBL has been co-promoted by GMDA, MCG and HSIIDC who have contributed equity share capital in the ratio of 50:40:10. The office of GMCBL is presently located at GMCBL Bus Depot, Sector 10, Kadipur Chowk, Gurugram (Haryana) 122001.</p> <p>Gurugram is a city in the Indian state of Haryana and is a part of National Capital Region (NCR) of India. It is 32 kilometer South West of New Delhi and 268 Kilometer South West of Chandigarh, IT, BPO and commercial hub. Multinational Companies, Large Business Houses, foreign investors, Non Resident Indians (NRIs) are continuing to invest in Gurugram. Rapid urbanization, Population growth, growing economy and emerging employment opportunities in the region have placed an enormous demand for quality in transport infrastructure. GMDA intends to improve the public transport in Gurugram through GMCBL which aims to provide a model efficient city bus service befitting the status of Gurugram as a Millennium City and to provide the general public with a fast, reliable, convenient efficient, modern and economical mode of public transport.</p>
2	The powers and duties of its officer and employees.	Officers and Staff assist the company in discharging the functions and duties for the objects to be pursued by the company
3	The procedure followed in the decision making process including channels of supervision and accountability.	The managers Officers and Staff of the company comply with the rules and regulations, laws relating to city transportation of the Central Government, State Government and GMDA.
4	The norms set by it for the discharge of its functions.	GMCBL is a new company and it is in the process of establishing departments with specific responsibilities.
5	The rules, regulations, instructions, manuals and record held by it under its control or used by its employees for discharging its functions.	Memorandum of Association and Articles of Association are available on the website of GMCBL at www.gmcbl.in
6	A statement of the categories of documents that are held by it or under its control.	GMCBL hold commercial and technical document regarding the business operation of the company and data relating to its employees.
7	The particulars of any arrangement that exist for consultation with, or representation by the members of the public in relation to the formulation of its policy or implementation thereof.	GMCBL is a new company and it is in the process of establishing norms for the same.

8	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 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.	GMCBL has constituted the Board of Directors who oversee the operations of the organization and to provide directions. Names and designation of BOD are available on the website of GMCBL www.gmcb.in/gmcb.in The meetings of the board and the committees are not open to the public and the minutes are not accessible to the public.
9	A directory of its officers.	Available on the website of GMCBL.
10	The monthly remuneration received by each of its officers and employees.	Available on the website of GMCBL.
11	The manner of execution of subsidy programmers, including the amount allocated and the details of beneficiaries of such programmers.	No such programme is being handled by GMCBL.
12	Particulars of recipients, concession, permits or authorization granted by it.	Not being handled by GMCBL.
13	Details in respect of information available to or held by it, reduced in an electronic form.	E-Office is fully operational in GMCBL. GMCBL functions in the paperless file mode and all record held by it are in the electronic mode.
14	The particulars of facilities available to citizens for obtaining information including the working hours of a library or reading room, if maintained for public use.	On working days from 11:00 A.M. to 01:00 P.M has been allocated for visitors. During this period, public representative can visit any managerial personnel of the company to obtain any information or redress their grievances at mutually convenient date andtime. GMCBL does not maintain any public library.
15	The name, designation and other particulars of the public information officer and first Appellate Authority.	Sh. G.C. Yadav, Manager Administration is designated public information officer in GMCBL for the purpose of RTI Act Smt. Anju Chaudhry, CEO GMCBL is the First Appellate Authority.
16	In compliance of Section 4(1)(c), 4(1) (d), 4(2), 4(3), 4(4)	GMCBL publishes information/ decision/ notices in the newspapers / website of GMCBL.