

# Shimla Jal Prabandhan Nigam Limited (SJPNL)

Proactive Disclosure under Section 4(1)(b) of the RTI Act, 2005

## 1. Particulars of Organization, Functions, and Duties

Shimla Jal Prabandhan Nigam Limited (SJPNL) is a jointly promoted company of Shimla Municipal Corporation and Government of Himachal Pradesh incorporated under the Companies Act, 2013 on 19.06.2018. SJPNL is solely responsible for the water and sewerage services in the Shimla MC area. The SJPNL operates in professional environment with focus on the customer orientation and performance delivery of services. Its primary functions include:

- Ensuring sustainable water supply to urban and adjoining areas of SMC Shimla.
- Maintenance and upgradation of water treatment plants and sewerage systems.
- Implementation of government policies related to water resource management.
- Public grievance redressal related to Water and Sewerage Services.

## 2. Powers and Duties of Officers and Employees

The powers and duties of SJPNL officers and employees are defined in accordance with the Organization's Rules and Regulations. Key responsibilities include:

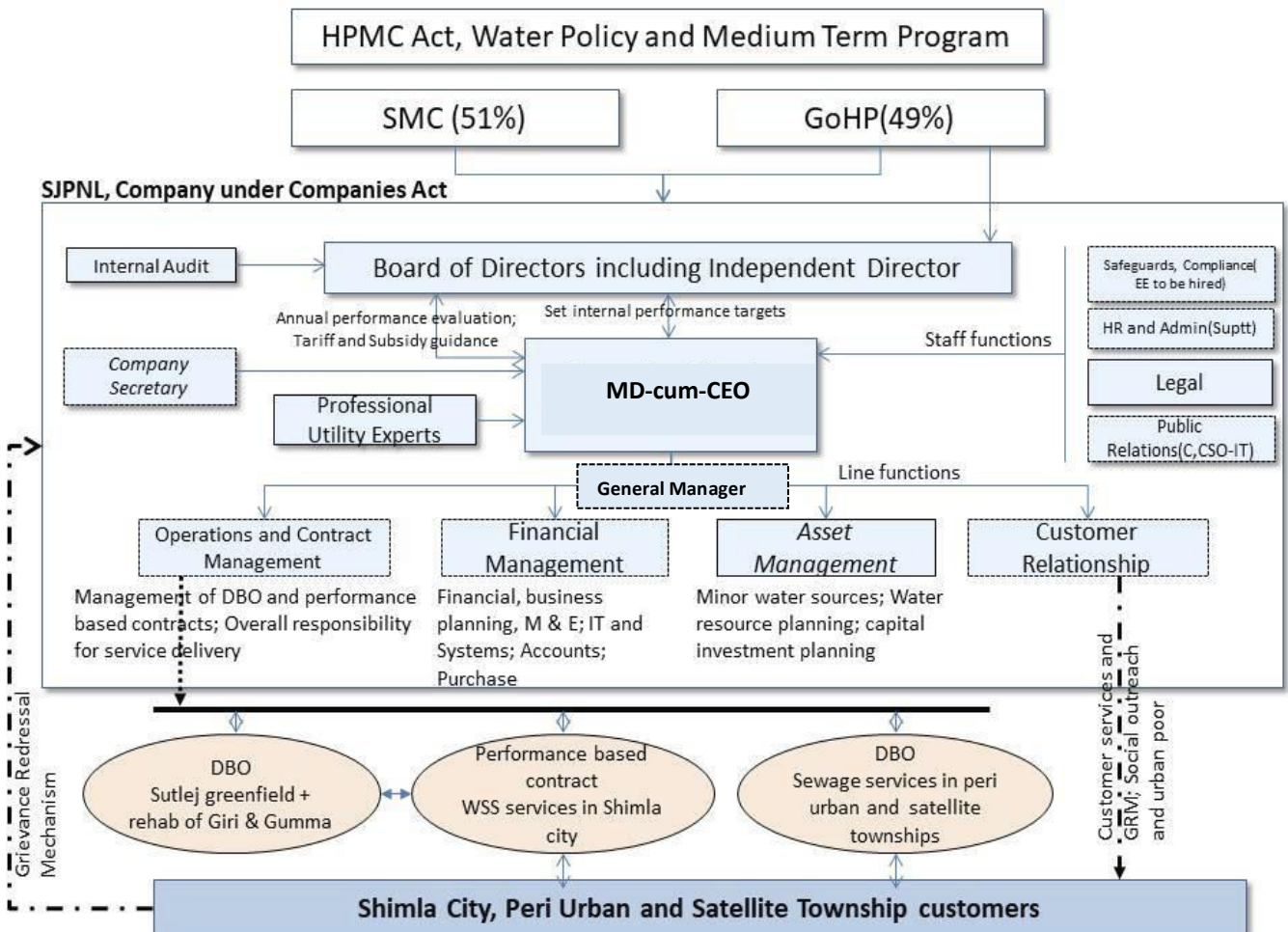
- Supervising water supply and sewerage operations.
- Ensuring compliance with environmental and safety standards.
- Managing public grievances and ensuring timely resolution.

## 3. Procedure Followed in Decision-Making

The decision-making process at SJPNL involves:

- Submission of proposals by Division heads.
- Review at GM/MD level of SJPNL.
- Review and approval by the Board of Directors.
- Implementation of Decisions through respective Divisions.
- Regular monitoring and accountability checks.

Following is structure and procedure followed while making decision.



#### **4. Norms for Discharge of Functions**

SJPNL adheres to the following norms:

- Compliance with the Water (Prevention and Control of Pollution) Act, 1974.
- Adherence to Central Public Health and Environmental Engineering Organization (CPHEEO) guidelines.
- -HP Municipal Corporation Act, 1994 (Chapter XII)
- Timely execution of projects and services.

#### **5. Rules, Regulations, and Manuals**

SJPNL operates under the following rules and regulations:

- [Procurement Manual](#)
- Recruitment & Promotion Rules ([R & P Rules](#))
- [Financial and Administrative Manuals](#)
- Operational Guidelines for Water and Sewerage Management

#### **6. Categories of Documents Held**

SJPNL maintains the following categories of documents:

- Project reports and feasibility studies.
- Financial records and audit reports.
- Water quality testing reports.

#### **7. Arrangements for Public Consultation**

SJPNL facilitates public consultation through:

- Public hearings and stakeholder meetings.
- [Feedback mechanisms via the official website and helpline.](#)
- Representation in policy formulation and implementation.

#### **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 meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public;**

SJPNL has constituted the following bodies:

- [Board of Directors](#)
- Tender Evaluation/Approving Committees
- Deviation Committee
- Yes, meetings of boards, councils, committees and other bodies are open to the public, and minutes of such meetings are accessible for public.

#### **9. Directory of Officers and Employees**

A directory of all officers and employees, including their designations and contact details, is maintained and updated regularly. Following is contact information of employees /consultants:

#### **SJPNL Staff Contact List**

<b>Name</b>	<b>Designation</b>	<b>Telephone</b>	<b>Mobile No</b>	<b>Mail.ID</b>
Er. Virender Singh Thakur	MD-CUM-CEO	2650680	9805419001	sjpnltd@gmail.com

Er. Rajesh Kashyap	General Manager (Ops.)	2657349	9418474747	<a href="mailto:gm.sjpn@gmail.com">gm.sjpn@gmail.com</a>
Sh.Harish Kumar Thakur	Finance Manager	2650680	9129061434	<a href="mailto:acct.sjpn@gmail.com">acct.sjpn@gmail.com</a>
Er. Dinesh Kumar Bhardwaj	AGM(WSD)	2920015	9418452225	agmbw.sjpn4@gmail.com
Er. Vinod Kumar Negi	AGM(WSD)	2920015		agmwd.sjpn4@gmail.com
Er. Adarsh Bhota	AGM (SEW)	2650313	9418071484	<a href="mailto:agmsw.sjpn@gmail.com">agmsw.sjpn@gmail.com</a>
Mr. Adarsh Chauhan	Manager (WSD)	2658916	70187-12466	manager24x7.SJPNL@gmail.com
Mr. Ranjeev Sharma	Manager (WSD)		70187-87660	
Mr. Umesh Sood	Manager(WSD)		94180-60730	
Mr. Rattan Pal	Manager (Design) re-engaged		98059-13472	<a href="mailto:palrs335@gmail.com">palrs335@gmail.com</a>
Mr. Lalit	Manager (SEW)		98052-55203	manager2sew.sjpn@gmail.com
Mr. Hemant	Graduate Junior Engineer (C.M)	2813671	80917-28373	<a href="mailto:jechauramaidansjpn@gmail.com">jechauramaidansjpn@gmail.com</a>
Mr. Shubham	Graduate Junior Engineer (C.Z)	2652519	70182-28585	<a href="mailto:shubham228585@gmail.com">shubham228585@gmail.com</a>
Mr. Rajesh Mandhotra	JE re-engaged		82196-10632	<a href="mailto:rajeshmandhotra34@gmail.com">rajeshmandhotra34@gmail.com</a>
Mr Pushp raj	JE(CS)PWD	2623760	94180-84144	<a href="mailto:chotashimlasjpn@gmail.com">chotashimlasjpn@gmail.com</a>
Mr Abhishek	Graduate Junior Engineer (SANJAULI)	2842131	82191-95504	<a href="mailto:jesanjauli.sjpn@gmail.com">jesanjauli.sjpn@gmail.com</a>
Mr Kushal	Graduate Junior Engineer (NS)	2670569	88944-44006	<a href="mailto:jenewshimlasjpn@gmail.com">jenewshimlasjpn@gmail.com</a>
Mr Navneet	Graduate Junior Engineer (Dhalli/Snowden-SD)		70183-17480	
Mr Sanjay	Graduate Junior Engineer (Lalpani/Malyana)		78073-06219	
Mr Adtiya	Graduate Junior Engineer (Summerhill North Disposal-SD)		94590-40879	
Mrs. Vandana	Graduate Junior Engineer (SEW)		94598-96078	
Mr. Akash	Graduate Junior Engineer		94597-94482	
Mr Praveen	Graduate Junior Engineer (Water supply Giri)		70184-79271	
Mr Anil Kumar	JE(Re-engaged)		9418090578	
Sh. Pal Singh Panta	Suptd. Grade-II			
Ms Soma	Dy. Mgr.HR and Admin.			<a href="mailto:hr.sjpn@gmail.com">hr.sjpn@gmail.com</a>

Mrs. Rajni	PA to M.D		8988079613	
Mr. Nishant	PA to GM		7807472925	
Mrs. Hema	PA to AGM		82194-98937	
Mrs. Bindu	GRM-executive		98174-02618	
Mrs. Pooja Sharma	GRM-executive		98166-02202	
Mr. Virender	GRM-executive		98165-84452	
Mr. Kailash	GRM-executive		70187-88441	
Mrs. Bindu Mandhotra	Social outreach Expert		94180-44851	
Mr. Dharampal	Finance Expert		8219574691	
Mr. Rakesh Kumar	Accountant		82194-79757	
Mr. Rakesh Sharma	Accountant		94181-83914	
Mr. Pramod Singh	Accountant		82191-66295	
Mrs. Manju Mehta	Accountant		70185-77217	
Mr. Sandeep Sharma	Accountant		98050-30494	
Mr. Ashish Gaur	HR Expert (PMU)		9997355522	
Mr. Hamender	JDM		78760-68935	
Mr. Dheeraj Kumar	Junior Accountant		70182-64992	
Mr. Nitish Dhiman	MIS Executive		8219863501	
Mr. Ritesh Saini	Environment Expert		9736139150	
Er. Manjul Sisodiya	Procurement Expert		9821109634	
Mr. Sachin Gupta	M&E Expert		9711039968	
Sh. Kehar Singh	Surveyor			
Sh. Chander Shekhar	JDM			

### 10. Monthly Remuneration of Officers and Employees

The monthly remuneration of SJPNL employees is determined as per government norms which includes Basic pay and allowances.

Sr.No	Name of Officer/Official	Designation	Name of Division	Total Gross
1	Er.Virender Singh Thakur	MD CUM CEO	H.O.	287550
2	Er.Rajesh Kashyap	General Manager	H.O.	238218
3	Sh.Harish Kumar Thakur	Finance Manager	H.O.	127468
4	Er.Dinesh Kumar Bhardwaj	Additional General Manager	BW	122912
5	Er.Vinod Kumar Negi	Additional General Manager	WD	121362
6	Er.Adarsh Bhota	Additional General Manager	SEW	121362
7	Er.Lalit Kumar	Manager	SEW	112984
8	Er. Adarsh Chauhan	Manager	WD	97790

9	Er. Ranjeev Sharma	Manager	BW	95790
10	Er. Umesh kumar Sood	Manager	BW	94550
11	Sh. Pal Singh Panta	Supdt. Grade-II	SEW	89496

### 11. Budget Allocation and Expenditure

SJPNL's budget is allocated for:

- Infrastructure development.
- Operational expenses.

#### Detail of Grant-in-Aid received from State Govt. during the F/Y 2024-25

Sr. No.	Head of Account	Actual GIA Received during F/Y 2024-25 (Rs. In crore)
1	2217-80-191-56-SOON-Non-Plan GRANT-IN-AID GENERAL (Salary) (41) <b>Under Demand No. 28</b>	1.26
2	2217-80-191-56-SOON-Non-Plan GRANT-IN-AID GENERAL (Non-Salary) (42) <b>Under Demand No. 28</b>	96.20
3	4217-01-789-01-Equity/Investment in Shimla Jal Prabandhan Nigam Limited. SOON-(43 Investment) <b>Under Demand No. 32</b>	15.10
4	4217-01-796-01-Equity/ Investment in Shimla Jal Prabandhan Nigam limited-SOON <b>Under Demand No. 31</b>	5.40
5	4217-01-190-01-SOON--Equity/Investment in Shimla Jal Prabandhan Nigam Limited. <b>Under Demand No. 28</b>	79.50
	<b>Total Rs. In crore</b>	<b>197.46</b>

#### Detail of Budget Provision of SJPNL for the F/Y 2025-26

Sr. No.	Head of Account	Budget Provision for F/Y 2025-26 (Rs. In crore)
1	2217-80-191-56-SOON-Non-Plan GRANT-IN-AID GENERAL (Salary) (41) <b>Under Demand No. 28</b>	1.73
2	2217-80-191-56-SOON-Non-Plan GRANT-IN-AID GENERAL (Non-Salary) (42) <b>Under Demand No. 28</b>	96.20
3	4217-01-789-01-Equity/Investment in Shimla Jal Prabandhan Nigam Limited. SOON-(43 Investment) <b>Under Demand No. 32</b>	15.10

4	4217-01-796-01-Equity/ Investment in Shimla Jal Prabandhan Nigam limited-SOON Under <b>Demand No. 31</b>	5.40
5	4217-01-190-01-SOON--Equity/Investment in Shimla Jal Prabandhan Nigam Limited. <b>Under Demand No. 28</b>	39.50
	<b>Total Rs. In crore</b>	<b>157.93</b>

## 12. Execution of Subsidy Programs

NIL

## 13. Recipients of Concessions and Permits

NIL

## 14. Information in Electronic Form

SJPNL maintains electronic records of:

- [Procurement And Disclosure Files](#)
- [Online Tenders & Archives](#)
- [Water Testing / Quality Report](#)
- [Water Distribution Schedule](#)
- [Sewerage Sewage Treatment Plants](#)
- [Monitoring and Evaluation](#)

(please refer to our website :- <https://sjpnl.com> )

## 15. Facilities for Obtaining Information

Citizens can access information through:

- SJPNL's official website. :- <https://sjpnl.com>
- Information and Facilitation Center.

(please refer to our website :- <https://sjpnl.com> )

## 16. Public Information Officers

The following officers are designated for RTI-related queries:

- Public Information Officer (PIO):
- 1. PIO-cum-AGM (BWS), (Head Office), SJPNL
- 2. PIO-cum-AGM(WSD), Water Supply Division, SJPNL.
- 3. PIO-cum-AGM (Sew), Sewerage Division, SJPNL
- Appellate Authority: Appellate Authority-cum-GM(OP), SJPNL.

## 17. Other Information

- [Citizen Charter and service delivery standards.](#)
- [Tender/ Procurement Complaint](#)
- For [Water Supply Services](#) and [new water connection](#) click here.
- For [Sewerage Services](#) and [new sewerage connection](#) click here.
- For [Bulk Water Supply](#) click here.
- For [Water & Sewerage Tariff](#) click here.
- [Studies & Reports](#)