

## RIGHT TO INFORMATION AND OBLIGATIONS OF PUBLIC AUTHORITIES

### 4. Obligations of public authorities:-

#### i) the particulars of its organization, functions and duties:-

Highways Research Station, popularly designated as HRS was established in 1957. The primary object of the Highways Research Station are three folded, Viz. Research, Training, and Consultancy.

- a) Conducting research to formulate the standards and specifications for roads and bridges.
- b) Studies on road Characteristics such as traffic condition, accident, speed and delay, congestion, identifying accident prone locations and evolving remedial measures.
- c) Evolving Job mix formula for bituminous bases and wearing courses for road works and Mix design for Concrete mix for bridge works.
- d) Testing of materials used for Road and Bridge construction such as soils, aggregates, concrete, bitumen etc.
- e) Conducting tests on foundation of bridges such as pile load tests
- f) Imparting training to the Engineers.
- g) Technical advice and assistance for consulting agencies.
- h) Implementing Quality Control on road & Bridge works executed by the Highways Department.

In order to achieve the above objectives, the following four major laboratories are functioning at Highways Research Station.

- a) Soils and Foundation Engineering Laboratory.
- b) Concrete and Structures Laboratory.
- c) Bitumen and aggregates Laboratory.
- d) Traffic and Transportation Laboratory.

ii) **The powers and Duties of its officers and employees.**

**Director:**

He is a member of Indian Roads Congress and Highways Research Station gives experts comments for new materials authorized by Indian Roads Congress.

**Joint Director:**

He is the Public Information Officer, in respect of rights to Information Act.

He is in charge of Quality Control set up attached to Highways department.

He is the Vigilance officer and Complaint cell officer for highways Research Station.

He is in charge of regular establishment of Deputy Directors, Assistant Directors.

**Deputy Director I:**

He is the Assistant Public Information officer, in respect of right information Act.

He is in charge of Bitumen laboratory in which the job mix formulas are evolved and for research studies.

He is in charge of regular establishment of all Assistant Engineers, and other laboratory staffs working in various wings of HRS.

**Deputy Director –II.**

He is in charge of Soils and Foundation Engineering Laboratory in which Design mixes for road works are evolved.

He is in charge of load tests to be conducted in the fields and research studies.

**Deputy Director-III.**

He is in charge of Concrete and structures Laboratory in which Design mixes for Bridge works are evolved.

He is in charge of conducting tests on Bridges in the existing roads and research studies.

**Deputy Director (Traffic Engineering )**

He is in charge of Traffic Laboratory in which conducting field surveys, Traffic volume surveys and give suggestion to provide medians, rotaries and traffic signals and also research studies.

iii. **the procedure followed in the decision making process, including channels of supervision and accountability.**

From the Assistant Engineers the files are initiated through Assistant Directors and Deputy Directors and Joint Director. Director Highways Research station is deciding by discussion with the above team

iv. **the norms set by it for the discharge of its functions:**

As in the case of Highways Department

v. **the rules, regulation, instructions, manuals and records held by it or under its control or used by its employees for discharge and duties.**

As per Highways manual and the rules approved by the Government from time to time.

vi. **A statement of the categories of documents that are held by it or under its control.**

- 1) Research records
- 2) Technical papers
- 3) Correspondence with Indian Roads Congress
- 4) Consultancy Works
- 5) Routine Laboratory tests
- 6) Quality Control establishment files

vii. **The particulars of any arrangement that exists for consultation with, or representation by, the members of the public relation to the formulation of its policy or implementation thereof.**

Joint Director is the Vigilance Officer. Any public can contact either P. A(Technical) to the Director, or The Deputy Director-I to discuss any matter

A statement of the boards, councils committees and other bodies consisting of two or more persons constituted as its part or for the purpose 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 to public.

No such committees.

**viii. A directory of its officers and employees.**

The Director,  
The Joint Director, Phone:044/2225464  
The Deputy Director  
O/O the Highways Research Station,  
AGRO House,  
Thiru.Vi. Ka. Industrial Estate,  
Guindy,  
Chennai-600 032

The Deputy Director - II ,  
The Deputy Director- III,  
The Deputy Director Traffic Engineering Division,  
o/o the Highways Research Station,  
Sardar Patel Road,  
Guindy.

**ix. the monthly remuneration received by each its officers and employees, including the system of compensation as provided in its regulations.**

**x. The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditure and reports of disbursements made.**

Scheme code	D.P.Code	Name of Scheme	Budget Estimate 07-08	Expenditure up to January 2008
A2404007	3054 80 004 JD 0912	Institute of Highways Research and Management Equipments for Laboratories	0.01	Nil
A2406005	3054 03 052 JB 1600		19.74	6.74

- xi. the manner of execution of subsidy programmes including the amounts allocated and the details of beneficiaries of such programmes.**

Does not arise

- xiii particulars of recipients of concessions, permits authorizations granted by it.**

Does not arise

- xiv.) details in respect of the information's available to be held by it, reduced in electronic form.**

Copies of the routine matter can be printed in computer form

- xv.) the particulars of facilities available to citizens for obtaining information including working hours of a library or reading room, if maintained for public use.**

Library on technical body, Journals etc. is available in working hours

- xvi) the names, designations and other particulars of the Public Information officers.**

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Thiru.Vi.Ka Industrial Estate, Guindy,  
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