

**THE KOLKATA MUNICIPAL CORPORATION**  
**Central Municipal Office Buildings,**  
**5, S.N. Banerjee Road, Kolkata-700 013**

Municipal Commissioner's Department

Municipal Commissioner's Circular No 0.2 of 2020-2021

Dated: 06.05.2020

**Sub : Emergency arrangements during the ensuing norwester/rainy season in the next few months of 2020**  
 Considering all possibilities and with regard to previous years' practices (with suitable changes), it has been decided that the following activities may be initiated from the KMC's end forthwith to enable the officials and members of staff of KMC to combat emergent situations

Sl. No.	Activities/depart ment's set up	Special arrangements to be initiated	Period of Special Activities	Concerned Officers/ Engineers with particulars
1	Parks & Squares Deptt. (Removal/ Cutting of uprooted trees from the road-side)/slum areas	On every single day in the week, there shall be one team (consisting of one Supervisor and five labours with one lorry) placed at each Borough office from 6-00PM to 6-00 AM in Boroughs I to X and one team (consisting of one Supervisor, 4 labours with one lorry from 6-00 PM to 6-00 AM in Borough XI to XVI. Each Supervisor will have a mobile phone. The teams will be centrally controlled by Parks & Squares Deptt. in order to facilitate inter-Borough movement, if required. On Sunday & Holidays, there will be round-the-clock arrangements at each borough at the above scale. Apart from the above, in the control room, there will be two (2) contractual gang consisting of one (1) supervisor and four (4) labours in each gang from 6.00pm. to 6.00am. Each supervisor will have a mobile phone. Team of the Control Room will be directly under the Botanist who will also attend control room every day from 10.00pm. to 6.00am. and round the clock on Sunday & holidays in shifts. Two (2) no of hired lorry will be stationed at central control room every day from 6.00 pm to 6.00 am. And round the clock on Sunday & holidays. Two hired cranes will be stationed at control room from 6.00pm. to 6.00 am for emergency removal of uprooted big trees from any part of the city and one hired vehicle (Tata Sumo type) will be stationed at Control Room	From 06.05.2020 to 30.11.2020	Sri Debapish Chakraborty D.G (Parks & Squares), M - 98368-86508  Sri Somnath Sen. O.S.D. (P &S), M - 98306-02809  Sri Santanu Roy Dy.C.E. (P&S), M - 94333-93586  Sri Chanchal Mondal, Asst. Horticulturist, M- 94334-34428  Sri Sukanta Ghosh Arboriculture Overseer, M-98305-61451  Sri Tarun Mondal, Arboriculture Overseer M-98311-90035 Sri Susanta Ganguly, Arboriculture Overseer M- 98366-72159,

