

The Kolkata Municipal Corporation
Municipal Commissioner's Office
Central Municipal Office Buildings
5, S.N. Banerjee Road
Kolkata – 700 013

Dated: 10/01/2019

Municipal Commissioner's Circular No. 110 of 2018-19

All concerned are aware that every year KMC publishes "Inventory of Immovable Properties" in pursuance of provision of Section 540(2) of the KMC Act, 1980. Updating the Inventory is a continuous process.

It has been decided by the KMC authority that the Survey Department of KMC under the supervision of Chief Valuer & Surveyor will undertake a comprehensive survey of all Immovable Properties of the KMC with the help of concerned Borough Engineers and Officials of the Assessment Department. The survey will also cover any other unclaimed properties in KMC area and a separate report for such unclaimed properties may also be prepared. The Chief Valuer & Surveyor will submit the report before the Municipal Commissioner within 90 (ninety) days from the date of issue of this circular.

All concerned Officials of Borough Offices and Assessment Collection Department will extend necessary co-operation to the Survey Department in doing the aforesaid job.

This circular is issued with the approval of the Hon'ble Mayor dated 09/01/19.

MUNICIPAL COMMISSIONER

Distribution:

- 1) OSD to Hon'ble Mayor
- 2) P.A. to Hon'ble Dy. Mayor
- 3) P.A. to Hon'ble MMICs(All)
- 4) Borough Chairperson (all)
- 5) Spl. Mpl. Commissioner (Rev.)
- 6) Spl. Mpl. Commissioner (Gen. , Dev. & Supply)
- 7) Mpl. Secretary
- 8) CMF&A
- 9) D G (Civil)
- 10) All Controlling Officers
- 11) Chief Valuer & Surveyor