

THE KOLKATA MUNICIPAL CORPORATION
CENTRAL MUNICIPAL OFFICE BUILDINGS
5, S. N. BANERJEE ROAD, KOLKATA-700013.

Dated: 13/12/2019

Municipal Commissioner's Circular No. 124 of 2019-20

It has come to the notice of KMC authority that Controlling Officers of different departments are facing problem in replying audit queries as audit queries relates to the period of their predecessors and those predecessors or concerned officials have been transferred to other department/s.

Since submitting reply to audit queries within a specific time period is of paramount importance, it has been decided that the concerned officer/s of the relevant period may be asked by the present Controlling Officer to prepare the reply of audit queries and extend necessary help to the present officials in order to furnish the reply to audit queries in time.

This may be treated as very urgent and all concerned officials are directed to strictly comply with the above direction

MUNICIPAL COMMISSIONER

Copy to:

- 1) OSD to Mayor
- 2) PA to Dy. Mayor
- 3) PA to all Members, Mayor-in-Council
- 4) Special Municipal Commissioner (G&D)
- 5) Special Municipal Commissioner (Rev.)
- 6) All Controlling Officers
- 7) Head of the Departments/Officers/Units

13/12/19
Municipal Commissioner
The Kolkata Municipal Corporation