

The Kolkata Municipal Corporation
Central Municipal Office Buildings,
5, S.N. Banerjee Road,
Kolkata-700 013.

Municipal Commissioner's Department

Dated: - 06.01.2020

Municipal Commissioner's Circular No. 138 of 2019-20

Sub: Manpower deployment

It has been observed that certain departments are sending files relating to proposals of deployment/extension/renewal of manpower engagement directly to the Office of the Municipal Commissioner for approval.

It is being felt necessary that all files relating to such proposals must be routed through the Personnel Department for the sake of maintenance of manpower database, accounting, control and monitoring of the manpower deployment by the departments of this Corporation.

All Controlling Officers are requested to route the files related to proposals of deployment/extension/renewal of manpower engagement through the Personnel Department. Chief Manager (Personnel) is requested to maintain the database of the manpower deployment/extension/renewal of all the departments for the purpose of monitoring and control.

This has the approval of Hon'ble Deputy Mayor and Hon'ble Mayor.


Municipal Commissioner

Distribution:

1. OSD to Hon'ble Mayor
2. P.A to Hon'ble Deputy Mayor
3. P.A. to Hon'ble MMICs(All)
4. Borough Chairman/Chairperson-All Boroughs
5. Spl. Municipal Commissioner (G,D & S)
6. Municipal Secretary
7. CMF&A
8. CMHO
9. Chief Manager (Personnel)
10. All Controlling Officers/Director Generals