



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

Dated: May 13, 2024

Municipal Commissioner's Circular No. 14 of 2024-2025

Sub.: Extension of last date for submission of Annual Confidential Report for FY 2023-24 and Asset Declaration Statement as stood on 01.01.2024

All concerned are hereby informed that the last date for submission of Annual Confidential Report for the financial year 2023-24 for the Officer Reported Upon has been extended to 31st May, 2024 and subsequently the period has been extended by 1 month for Reporting Officer, Reviewing Officer and Accepting Officer to put in the comments in the ACR.

Further, the last date for submission of Asset Declaration Statement as stood on 01.01.2024, is also hereby extended to 31st May, 2024.

Controlling Officer (I.T.) shall take necessary action accordingly.

All concerned are hereby informed that there shall be no further extension of date for submission of ACR and Asset Declaration Statement.


No further extension will be provided.

This issues with the approval of Hon'ble Mayor.


Municipal Commissioner

Copy to:

1. Addl. Mpl. Commissioner
2. Jt. Mpl. Commissioner
3. Mpl. Secretary
4. All Controlling Officers and Director Generals
5. C.O. (I.T.)
6. All HoDs


Municipal Commissioner