

The Kolkata Municipal Corporation
Office of the Municipal Commissioner
CMO Buildings
5, S.N. Banerjee Road
Kolkata - 700 013

Date: April 23, 2018

Municipal Commissioner's Circular No. 15..... of 2018-19.

As per prevailing procedure and system of KMC, MSB Section of different units of Assessment-Collection Department deals with mutation/assessment and collection of property tax in respect of the properties that are registered under West Bengal Co-operative Housing Societies Act, 1973 or West Bengal Apartment Ownership Act, 1972.

After careful consideration it is directed that henceforth assessment and collection of property tax of all such properties are to be dealt with by the concerned division of Assessment-Collection Deptt. Relevant books of records along with files/papers/documents lying in MSB section should be carefully sent to and preserved in the division concerned. For this purpose a separate registrar may be maintained for future reference. The staff/officer deployed in MSB Section may be suitably re-allocated in other divisions of the concerned Deptt. by the concerned Assessor-Collector of different units.

The functioning of MSB Section is hereby dispensed with.

This order shall take immediate effect.

All concerned are to act accordingly.

This is issued as per the approval of Hon'ble Mayor vide dated 21/04/2018.


Municipal Commissioner
23/4

Distribution:

1. OSD to Hon'ble Mayor
2. P.A. to Hon'ble MMICs (All)
3. Spl. Mpl. Commissioner (Rev. & Supply)
4. Spl. Mpl. Commissioner (G&D)
5. Municipal Secretary
6. CMA
7. CMF&A
8. Ch. Manager (Rev./S/N/AA)
9. Assessor-Collectors (All)