

Date: June 22 , 2021

**Municipal Commissioner's Circular No. 16 of 2021-22**

**Sub.: Job distribution amongst Special Municipal Commissioners**

In supersession of all previous circulars/ orders regarding distribution of works among the Special Municipal Commissioners, KMC, it is hereby directed that distribution of works among the Special Municipal Commissioners will be as follows:

Shri Tapas Chowdhury, IAS	<ol style="list-style-type: none"><li>1. General Administration and Office Management;</li><li>2. SRAC, Provident Fund, Pension, Gratuity, HBL, GI &amp; other matters;</li><li>3. NGT matters;</li><li>4. Matters relating to Staff Quarters;</li><li>5. Issues relating to Audit;</li><li>6. Issues relating to court case matters relating to non-revenue departments;</li><li>7. MPLADS &amp; BEUP;</li><li>8. I&amp;PR;</li><li>9. SWM;</li><li>10. Social Welfare &amp; Urban Poverty Alleviation and State sponsored Social Welfare Schemes;</li><li>11. Education Department;</li><li>12. Health Department;</li><li>13. Bustee Services Department;</li><li>14. Civil Engineering Department;</li><li>15. Environment &amp; Heritage Department;</li><li>16. Park &amp; Squares Department;</li><li>17. Water Supply Department;</li><li>18. Roads Department;</li><li>19. Roads (Mech.) Department;</li><li>20. Sewerage &amp; Drainage Department;</li><li>21. Lighting &amp; Electricity Department;</li><li>22. EWS;</li><li>23. Disaster Management;</li><li>24. Public/ Private Partnership Programmes, Capacity Building Programme and related issues;</li><li>25. Administrative &amp; non-engineering coordination of works such as, compilation of reports and returns thereof (for the Parliament &amp; Assembly questions as well as for other Forums);</li></ol>
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	26. AMRUT & other centrally sponsored schemes; 27. Green City Mission and other State sponsored schemes; 28. Any other work as may be assigned from time to time.
Shri Somnath De, WBCS (Exe.)	1. Assessment-Collection Department; 2. Licence Department; 3. Amusement Tax Department; 4. Market Department; 5. Car Parking Department; 6. Advertisement Department; 7. Personnel Department; 8. I.U.M.; 9. Issues relating to Court Case matters pertaining to Revenue Collection Departments; 10. I.T. Department; 11. Waterbody Management Board; 12. Land matters; 13. Stores & Supply; 14. Tolly's Nullah Cell; 15. Town Planning Development Department; 16. Minority Development; 17. Any other work as may be assigned from time to time.

During the absence of Municipal Commissioner, Shri Tapas Chowdhury, IAS, Spl. Municipal Commissioner will be the leave substitute.

During the absence of Shri Tapas Chowdhury, IAS, Spl. Mpl. Commissioner, Shri Somnath De, WBCS (Exe.), Spl. Mpl. Commissioner will be the leave substitute and *vice-versa*.

This circular is issued in the interest of public service.

This circular shall take immediate effect.

This has the approval of Hon'ble Chairperson, BoA, KMC.

  
Municipal Commissioner

**Distribution:**

1. OSD to Hon'ble Chairperson, BoA, KMC
2. P.A. to Hon'ble Members (all), BoA, KMC
3. Spl. Mpl. Commissioner (Gen.)
4. Spl. Mpl. Commissioner (Rev.)
5. Mpl. Secretary
6. All Director Generals/ Controlling Officers/ Head of the Departments