

The Kolkata Municipal Corporation
Office of the Municipal Commissioner
5, S. N. Banerjee Road; Kolkata-700013

Municipal Commissioner's Circular No. 17 of 2020-21 Dated: 22/07/2020

Subject: Modalities to be followed by KMC during this pandemic situation caused due to COVID-19:

- (a) Necessary Modification of the Municipal Commissioner's Circular No. 16 of 2020-21 dated 20.07.2020.
- (b) Issuance of matching Order in tune with the Order of the Chief Secretary to the Government of West Bengal vide Memo No. 283- CS/2020 dated 21/07/2020.

- I. With reference to the above subject and in continuation with the Circular No. 16 of 2020-21 dated 20.07.2020 of the undersigned, this is further to state that after modification Clause 'III' of the said Circular will be read as: 'All Treasury Centers will remain open on all working days as per arrangement, as may be decided by Treasurer / Spl. C.M.F. & A in charge of Treasury, in the interest of public service'. Other portions of the said Circular will remain unchanged.
- II. In terms of the Order of the Chief Secretary to the Government of West Bengal vide Memo no. 283-CS/2020 dated 21/07/2020 regarding State wide lockdown to be observed on **Thursday, 23rd July 2020; Saturday, 25th July 2020 and Wednesday, 29th July 2020**, barring Essential Services of Health, Electricity, Water Supply & Conservancy Departments of KMC, all other Departments of KMC, with the following exception, will totally be remain closed on the Lockdown days as referred above.
- III. Since, the monsoon season has started, it has been found expedient to keep open CME (Civil) and Sewerage & Drainage Departments in the public interest during the above stated lockdown days.
- IV. As KMC is an Institution to provide basic services to the Citizens of Kolkata, all Controlling Officers and their subordinates must make themselves available on their phones during the lockdown days mentioned above so that they may be called at any point of time by the competent Authorities of KMC, if any emergency situation arises and/ or demands to do so.
- V. The Controlling Officers / HoDs of above stated Departments mentioned at point no. '(I)' & '(II)' above will ensure deployment of Staff/ Officer in their respective offices during the aforementioned lockdown days for uninterrupted public service.
- VI. The Officers/Staff, who have been deputed by KMC to look after 'Quarantine Centers' / 'Safe Houses' related to COVID-19 will not come under the purview of this Order of lockdown days.

This issues under approval of the Hon'ble Chairperson, Board of Administrators for KMC.

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22/7/20

Municipal Commissioner

Copy for information and necessary action to:

- (i) C.M.F. & A
- (ii) All the Controlling Officers & HoDs
- (iii) OSD to the Hon'ble Chairperson, BoA, KMC
- (iv) P. A. to all the Hon'ble Members, BoA, KMC
- (v) P. A. to M.C./Spl. M.C. (G/D/P/R/S)

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22/7/20

Municipal Commissioner

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22/7/20
C.M.F. & A (P)