

The Kolkata Municipal Corporation  
CMO Buildings,  
5, S.N.Banerjee Road,  
Kolkata – 700 013

Municipal Commissioner's Department

Date: **11/03/2020**

Municipal Commissioner's Circular No. **181** of 2019-20

**Sub: Modification of Circular No. 179 of 2019-20 dated 07-03-2020 regarding Preparation of outreach programme on implementation of various indicators under EoDB-2021.**

In pursuance of the letter of Principal Secretary to the Govt. of West Bengal, Department of MSME & Textile vide Memo No. 72/Pr.Secy./MSME&T, dated: 06/03/2020(Copy enclosed), it is informed that Chief Secretary will chair a Meeting on 13/03/2020 at 10:30AM to review on the progress of implementation of reforms related to EoDB-2021, stake-holder consultations and outreach programmes are to be undertaken by each department/organization.

1. In view of the above, DG(Bldg.), DG (Civil),CM (Licence) and CM (Rev. / North) are requested to prepare outreach strategy on construction permit, RoW Permission, trade licence and registering a property (auto mutation) respectively, for the purpose of informing the user groups, stake-holders and citizens at large for ensuring proper feedback and stake-holder consultation. CM (Rev./North) is requested to collect the outreach strategy on each indicator on or before **12<sup>th</sup> March, 2020**, (instead of 12<sup>th</sup> April, 2020 which was printed inadvertently) from the concerned Controlling Officers.
2. Further, DG (Bldg.), DG (Civil), CM (Licence) and CM (Rev./North) are requested to prepare social media content on the respective indicators (which will be up-loadable on Twitter, Facebook and Instagram) on or before **12<sup>th</sup> March, 2020** (instead of 12<sup>th</sup> April, 2020 which was printed inadvertently). CM (Rev./North) is requested to collect the social media content on each indicator from the concerned Controlling Officers. CO(IT) is also requested to arrange for uploading the approved social media content of the indicators on the Twitter, Facebook and Instagram.
3. For the purpose of preparation of outreach strategy and social media content on auto mutation (registering a property) CM (Rev./South), CM (Rev./AA), CM (Rev./TTD) & CM (Rev./JU) are requested to maintain liaison with CM (Rev./North) and Nodal Officer(EoDB).
4. Municipal Secretary is requested to arrange for media advertisement of the approved contents of the above stated indicators. CM (Rev./North) is further requested to maintain liaison with Municipal Secretary in this regard.

  
Municipal Commissioner

Encl: As stated.

Distribution:

1. OSD to Hon'ble Mayor
2. PA to Hon'ble Dy. Mayor
3. Spl. Mpl. Commissioner (Rev.)
4. Mpl. Secretary
5. CMF&A
6. DG (Bldg)
7. DG (Civil)
8. CM (Rev./North/South/AA/TTD/JU)
9. CO (IT)

