

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

Dated: 22/06/2019

Municipal Commissioner's Circular No. ...²⁴... of 2019-20

In continuation of Municipal Commissioner's Circular No. 51 of 2012-13 dated 20/09/2012 all Controlling Officers are once again requested to submit the 'Advance Adjustment bill' within 15th of July, 2019. It may be noted that the Examiner of Local Accounts has expressed his concerns about the huge amount of un-adjusted advances over the years. List of outstanding advances has already been sent to all the Departments by the office of the SPL.C.M.F.&A.

Further, all the Controlling Officers / HODs are directed to get the advance adjusted before drawal of further advance or within 30 days time whichever is earlier.

This may be treated as very urgent.


MUNICIPAL COMMISSIONER
Municipal Commissioner
The Kolkata Municipal Corporation

Distribution:

- 1) OSD to Hon'ble Mayor
- 2) P.A. to Hon'ble Dy. Mayor
- 3) P.A. to Hon'ble MMICs(all)
- 4) All Borough Chairpersons
- 5) P.A. to Municipal Commissioner
- 6) Spl. Mpl. Commissioner (Rev.)
- 7) Spl. Mpl. Commissioner (Gen. , Dev. & Supply)
- 8) Mpl. Secretary
- 9) CMF&A
- 10) All Director Generals
- 11) All Controlling Officers / HODs