



MUNICIPAL COMMISSIONER's CIRCULAR NO. 27 OF 2018-19, DATED 11th May, 2018

In pursuance of the order of the MA&UD Department, Govt. of WB under memo no. 363/MA/P/C-10/3S-17/2010(Pt. III) dated 20.03.2018, the daily rate of wages under West Bengal Urban Employment Scheme has been increased to Rs. 144/- per worker and Rs. 172/- per supervisor with effect from 01.04.2018.

In this context, the following procedures may please be followed by the department engaging workers under West Bengal Urban Employment Scheme:

1. The department concerned engaging the workers will take necessary measures for optimum utilization of manpower. However, such engagement of workers by the concerned department must be within the approved/sanctioned strength by the authority. The concerned department will send a copy of the approval of such maximum strength of workers engaged to Special CM&FA-I for incorporating in the systems.
2. Each of the workers should wear the identity cards with photograph attached on it issued by the concerned department during the duty hours.
3. The department will issue order / communiqué specifying the duty hours of each category of workers. The order should also clearly specify the names and designation of the officers monitoring the scheme.
4. The attendance of the WBUES workers should be handed over to KMC officer only. However, the time and place of attendance may be decided in consultation with the local Councillor.
5. The Assistant Director/AE/SAE/CS/other KMC officer should review the performance on weekly basis for which the concerned department would prepare a format. The report should be submitted to the DGs of the concerned department.
6. The attendance report of the workers should be checked periodically by an officer of the concerned department not below the rank of Executive Engineer/ Executive Health Officer/Deputy Director.
7. Concerned officer in charge of attendance will scrutinize the attendance of the workers and take necessary action for deduction of wages in case of absence. A report in this regard clearly specifying the days of presence and absence and their wages drawn in a particular month would be prepared and placed before the DG.
8. Borough Executive Engineer/ Assistant Director / Borough Executive Health Officer/ officer of PMU dptt. /other officers in charge of WBUES of the concerned departments will review the work weekly. Similarly, Zonal Deputy Chief Engineer/ CMHO will review the work on every fortnight and the DG of the concerned department will review the same on monthly basis.

