



The Kolkata Municipal Corporation
Office of the Municipal Commissioner
CMO Buildings
5, S.N. Banerjee Road, Kolkata- 700 013

Mpl. Commissioner's Circular No. 42 of 2021-22 dt. 12/11/2021

Sub: Revised Citizens' Charter of Assessment-Collection Department

In view of implementation of Unit Area Assessment System and to cope with some other amendments in the KMC Act 1980 as well as administrative reforms so carried out in past few years it became exigent to revise existing Citizens' Charter for rendering more effective service to the citizens.

Accordingly in partial supersession/modification of existing Citizens' Charter, a revised Citizens' Charter has been taken up for consideration and approved by the Board of Administrators vide Agenda Item No. BOA/MOA-19.4 dt. 21/08/2021.

All concerned are directed to follow the revised Citizens' Charter as annexed herewith from immediate effect.

CO (IT) shall also take necessary action, if required for implementation of revised Citizens' Charter and upload the same in the website.

DG (E & H) and Chief Valuer & Surveyor is also directed to take note of revised Citizens' Charter for taking necessary action as vested upon them.

BK
12/11/2021

(Binod Kumar)
Municipal Commissioner

Copy forwarded to:

- 1) Spl. Mpl. Commissioner (G & D)
- 2) Spl. Mpl. Commissioner (Revenue)
- 3) DG (E & H)
- 4) Chief Manager (Revenue-S/N/AA/JU/TTD)
- 5) CO (IT)
- 6) P.A. to Hon'ble Chairperson, BOA
- 7) P.A to Hon'ble Member (Health & A.C Deptt.), BOA

BK
12/11/2021

Municipal Commissioner

Ch. M(R/S)

