

THE KOLKATA MUNICIPAL CORPORATION
Office of the Municipal Corporation
Central Municipal Office Building
5, S.N. Banerjee Road
Kolkata - 700 013

Date: August 24, 2018

Municipal Commissioner's Circular No. 56 of 2018-19

Sub.: Auto generation of inspection notice/ hearing notice.

Departments like Building, Assessment-Collection, Licence and other departments where demand is generated through computerized system, Information Technology Department will develop a system of auto-generation of inspection date, hearing date etc. and convey the same through e-mail/ sms system to the applicant. All concerned Controlling Officers are requested to provide the necessary inputs to IT department in order to implement the auto generation system as early as possible. Special Municipal Commissioner (Rev.) will monitor the entire matter and submit status report on every fortnight. The entire arrangement shall be completed within 45 days.

This has the approval of the Hon'ble Mayor vide dated 23.08.2018.

Copy to:

1. OSD to Hon'ble Mayor
2. P.A. to Hon'ble Dy. Mayor
3. P.A. to Hon'ble MMICs (all)
4. Spl. Mpl. Commissioner (Rev. & Supply)
5. Spl. Mpl. Commissioner (Gen. & Dev.)
6. Mpl. Secretary
7. CMF&A
8. DG (I.T.)
9. Controlling Officers (all)

MUNICIPAL COMMISSIONER


Municipal Commissioner
The Kolkata Municipal Corporation