



THE KOLKATA MUNICIPAL CORPORATION
Office of the Municipal Commissioner
CMO Building, 5 S.N. Banerjee Road
Kolkata 700 013

Date-27/03/2024.

Municipal Commissioner's Circular no. 58 of 2023-24.

Ever since KMC has adopted zero tolerance policy against any sort of unauthorized constructions, relentless efforts were made to identify such cases and to take appropriate legal measures. KMC has also developed a software application named "Work Diary" through which the KMC officials of various departments like Assessment-Collection, Advertisement, Building, Chief Valuer & Surveyor, CME (Civil), Environment & Heritage, Licence, Market, Parking, Solid Waste Management etc. while causing inspection of the sites, can upload image of the exact site location (with minimal GPS error) and other relevant particulars. Such photographic evidences and MIS report of field visit records can well be seen by the designated officials for proper supervision and issuing further instructions, wherever necessary.

Undoubtedly, with the help of such mobile app, that is available in e KMC 2.0 Work Diary web application, identification of the legality of the structures where construction is going on can easily be made which prompts KMC to initiate necessary legal action.

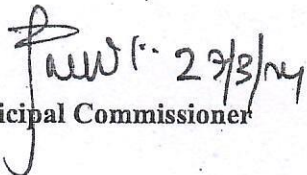
More specifically, through this mobile app (Work Diary), the concerned officer during field visit needs to capture at least one photograph of the site and record necessary details like premises no., assessee no., Borough, Ward, Street, Mobile no. of the person responsible, description of the issue with remarks etc. Once the image is uploaded and the relevant data is entered, a Reference No. is generated and all these particulars can be seen from the e KMC 2.0 Work Diary web application. Such updated

version of KMC Mobile app can be installed from Play store in employee's mobile handset at regular interval. Each and every assigned officer of Assessment-Collection, Licence & Solid Waste Management Department in particular shall inspect the areas under their jurisdiction **four days a week and update the Work Diary accordingly**. The dilapidated buildings and the probable unauthorized constructions should be given top priority to avoid any untoward incident.

It has been decided that henceforth the photographic image and other relevant details uploaded by the assigned officials of Assessment-Collection, Licence & Solid Waste Management Department during their field visit will also be made available to DG (Building) who will scrutinize if any unsanctioned construction is in progress. If any unauthorized construction is noticed, DG (Building) shall forthwith pass necessary instruction to stop such illegal activities. To ensure seamless dissemination of information between these two departments, CO (IT) shall make suitable assignment.

This shall take immediate effect.

This has the approval of Hon'ble Mayor.


Municipal Commissioner

Copy to:

1. Addl. Mpl. Commissioner
2. Joint Mpl. Commissioner
3. Municipal Secretary
4. All Controlling Officers and HoDs