

THE KOLKATA MUNICIPAL CORPORATION  
Central Municipal Office Buildings  
5, S.N. Banerjee Road, Kolkata-700013

Municipal Commissioner's Department  
Date: 22 / 08 / 2019

**Municipal Commissioner's Circular No....63..... of 2019-20**

**Sub: Nomination of two Nodal Officers of KMC to address the various matters received from CMRO, Nabanna through UD&MA Department**

Petitions, suggestions and grievances on various matters in connection with The Kolkata Municipal Corporation are being received from CMRO, Nabanna through the Urban Development and Municipal Affairs Department (Municipal Affairs Branch), Govt. of West Bengal.

1. Sri Tapas Chowdhury, IAS, Spl. Municipal Commissioner (G,D&S), is hereby nominated as the Nodal Officer (Non-Revenue) to send the replies regarding the petitions and grievances received by KMC in connection with the Non-Revenue matters.

2. Sri Shahzad Shibli, IAS, Spl. Municipal Commissioner (Rev.) is hereby nominated as the Nodal Officer (Revenue) to send the replies regarding the petitions and grievances received by KMC in connection with the Revenue matters.

3. All Controlling Officers of KMC are hereby requested to take necessary action immediately on various matters forwarded from CMRO, Nabanna and send the action taken report to the respective Nodal Officers as mentioned in Point No. 2 & 3 above.

4. The Nodal Officers are requested to send the action taken reports directly to the Advisor, CMRO, Hemanta Basu Bhawan, 12 B.B. Bag (East), Kolkata -1, within the stipulated time period with a copy to the UD&MA Department, GoWB. In this regard the forwarding letters of Dy. Secretary to the Govt. of West Bengal, UD&MA Department, vide Memo No. 417/MA/O/GW/CM/2P-130/18 dated 15<sup>th</sup> July, 2019 and Memo No. 423/MA/O/GW/CM/2P-130/18 dated 16<sup>th</sup> July, 2019 are attached hereto for reference.

Encl: As stated.

  
Municipal Commissioner

**Distribution**

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 (G,D&S)
5. Spl. Mpl. Commissioner (Rev.)
6. Mpl. Secretary
7. Controlling Officers (All)
8. H.o.Ds (All)

22/8/19

