



THE KOLKATA MUNICIPAL CORPORATION
Central Municipal Office Buildings,
Municipal Commissioner's Department
5, S.N.Banerjee Road, Kolkata – 700013.

Date: 25.09.2018

Municipal Commissioner's Circular No.68 of 2018-19

With a view to cope with the increasing volume of works for providing information/documents under the Right to Information Act, 2005 it is felt necessary to reorganize the RTI framework in The Kolkata Municipal Corporation.

In terms of the provisions contained under sub-section (1) of section 5 of the Right to Information Act 2005, the following officers of KMC in the list below are hereby designated as State Public Information Officers and 1st Appellate Authorities for dealing with the RTI matters under their jurisdiction as mentioned in the column against their respective designation in the enclosed list, for smooth functioning of RTI framework in the civic organization of Kolkata.

For Engineering Departments: The Controlling Officers of the respective departments are hereby requested to designate 1(one) no. of 1st Appellate Authority from amongst the Dy. Chief Engineer cadre and 1(one) no. of SPIO from amongst the Executive Engineer cadre of their departments concerned, as per enclosed list.

For all other Departments: The Controlling Officers and/or other officers of the respective departments will function as 1st Appellate Authority and they are also requested to designate 1(one) no. of SPIO from amongst the respective Heads of the Departments and/or Drawing & Disbursing Officers and/or other officers of their department concerned, as per enclosed list.

This order supersedes all previous orders, if any, in this regard.

This has the concurrence of Hon'ble Mayor dated 11.09.2018.

Sd/-
Municipal Commissioner

Distribution:

- 1) All Controlling Officers/Head of the Departments
- 2) P.A. to Hon'ble Chairperson/ Hon'ble Mayor/ Dy. Mayor/Chief Whip(TMC)
- 3) P.A. to Members, Mayor-in-Council
- 4) PA to Special Municipal Commissioner(G&D)/P/(R&S) /Project Director(KEIIP)
- 5) State Chief Information Commissioner, West Bengal Information Commission, Khadya Bhaban, 11A, Mirza Galib Street, Kolkata-700087.
- 6) The Law Officer & Joint Registrar, West Bengal Information Commission, Khadya Bhaban, 11A, Mirza Galib Street, Kolkata-700087.
- 7) The Dy. Secretary to the Govt. of West Bengal & SPIO, Department of Urban Development & Municipal Affairs(Municipal Affairs Branch) Poura Prasashan Bhawan, DD-1, Sector-I, Salt Lake, Kolkata-700064.
- 8) DG(IT) - for uploading of the matter in the KMC website.


Municipal Commissioner

