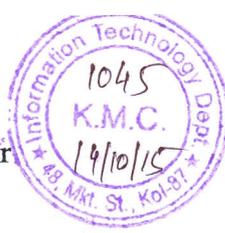


Khalil Ahmed, I.A.S.
Municipal Commissioner



The Kolkata Municipal Corporation
5, S. N. Banerjee Road (1st Floor)
Kolkata 700 013

MUNICIPAL COMMISSIONER'S CIRCULAR NO. 69 OF 2015-2016 DATED 13.10.2015

Subsequent to the approval of Mayor-in-Council (*vide* MIC Agenda No. M0179.6 dated 16/09/2015) with regard to reimbursements against procurements of Smart Phones and monthly usages of those phones against usage of WhatsApp application to accept grievances from citizens and redressal of the same, the following are being circulated for taking actions accordingly:

1. Joint Municipal Commissioner (G&D), Director Generals (Civil, Water Supply, SWM, PMU, Roads, Sewerage & Drainage, I.T.) and Chief Municipal Health Officer will get a monthly reimbursement upto Rs.1,200/- (Rupees One Thousand Two Hundred Only) against the Mobile Number being used for Grievance Redressal through WhatsApp application.
2. Deputy Chief Engineers, Executive Engineers, Assistant Directors and all other Officials of similar rank of the concerned Departments of KMC where WhatsApp application has been launched, are allowed to purchase Smart Phones with approval from the concerned Controlling Officer and each of them are eligible to get reimbursement upto Rs.6,500/- (Rupees Six Thousand Five Hundred Only). Such reimbursements will be made from the appropriate B.I.Codes of the concerned Departments on submission of valid Bills of purchases.
3. Deputy Chief Engineers, Executive Engineers, Assistant Directors and all other Officials of similar rank of the concerned Departments of KMC will get a monthly reimbursement upto Rs.500/- (Rupees Five Hundred Only) each on submission of valid Bills against the Mobile Number being used for Grievance Redressal through WhatsApp application.
4. A monthly reimbursement upto Rs.2,000/- (Rupees Two Thousand Only) for the base Mobile Number 8335900000 will be made.
5. Payments towards all the monthly bills against the Smart Phones being used by the appropriate officials of KMC for the instant purpose and for the base number 83359 88888 will be done through Municipal Secretary's Department.
6. All the Controlling Officers of the concerned Departments of KMC are requested to provide due intimation about acknowledging receipts of the Smart Phones to I.T.Department for the purpose of inventory maintenance.

The above will have immediate effect.


Municipal Commissioner

- Distributions:**
- (1) P.A. to Hon'ble Mayor
 - (2) P.A. to Municipal Commissioner
 - (3) All Joint Municipal Commissioners
 - (4) C. M. F. & A.
 - (5) All Controlling Officers

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