



THE KOLKATA MUNICIPAL CORPORATION
CENTRAL MUNICIPAL OFFICE BUILDINGS
5, S.N. Banerjee Road, Kolkata-700 013

Municipal Commissioner's Office
Dated: 23 .02.2017

Municipal Commissioner's Circular No. 78 of 2016-17

In supersession of the Corrigendum to Municipal Commissioner's Circular No. 06 of 2016-17, dated 26.05.2016, following will be the **revised schedule of the Monthly Review Meeting**, wherein some changes have been incorporated. The revised schedule of Meeting is to be followed as mentioned hereunder:

Day	Time	Subject Matter	Officers to attend	Venue
Every Saturday (Will start from 06-05-2017 to 31.10.2016)	12:00 Noon	Monsoon preparedness	JMC (G&D), CMF&A, CMHO, DG (Civil), DG (S&D), DG (SWM), DG (P&S), DG (Ltg), DG (Bldg/I/II), CO(P&D), Mpl. Secretary <u>Will be taken by Jt. M.C.(Gen.)</u>	Conference Hall - I
18 th day of each month (if 18 th falls on Sunday/Holiday the meeting will be held on the next working day)	2:30 P.M.	Administrative Calendar for implementation of schemes.	All Controlling Officers <u>Will be taken by Jt. M.C.(Gen.)</u>	Conference Hall - I
1 st Monday	10:30 A.M. to 12:30 P.M.	1. Building Matter 2. Disposal of cases through hearing (Building matter) 3. Pending Audit Queries 4. Court cases 5. Computerized system	JMC(R), JMC(D),CMA, CMFA, DG(Bldg./I), DG(Bldg-II), DG(PMU), Ch. V & S, CMLO, CM(Rev./N/S/AA), Manager (Systems/Bldg.) <u>Will be taken by Jt. M.C.(Rev.)</u>	Conference Hall - I
1 st Wednesday	10:30 A.M. to 12:30 PM	General review of deposit work of MSDP, NGRBA, SFC, Abattoir, Night Shelter, Pay & Use Toilets and fund released by MA Deptt. from State Plans. Smart City Plan, Namami Gange, World Bank Projects.	JMC(R),JMC(D), DG(Civil), DG(W/S), CMFA, CMHO, DG(S&D), DG(SWM), DG(Mech.), DG(Bustee), DG(Roads), DG(Ltg. & Elec.), DG(P&S), CO (P&D) DG(PMU), DG (Tolly Nullah),CM(SW&UPA), CM(Mkt/N/S), <u>Will be taken by Jt.M.C.(Gen.)</u>	Conference Hall - I

