



The Kolkata Municipal Corporation  
Service Records & Accounts Cell  
5, S. N. Banerjee Road, Kolkata – 700 013

Dated, December 14, 2018

Office Order no. Ch. Manager/S. R & A. C/03/2018-19

In accordance with the order of the Municipal Commissioner vide *Circular no.68 of 2018-19 dated 25.09.2018*, in connection with the re-organization of RTI framework in the Kolkata Municipal Corporation, the Chief Manager (S. R & A. Cell) is the 1<sup>st</sup> Appellate Authority and the Manager (S. R & A. Cell) is the State Public Information Officer for RTI matters of the offices of Service Records & Accounts Cell, Provident Fund Cell, Pension Cell, House Building Advance Cell, Group Insurance Cell and Staff Quarter Cell.

This is issued with approval of the Special Municipal Commissioner (G & D).

Sd/-  
Chief Manager

Office Order no. Ch. Manager/S. R & A. C/03/2018-19

Dated, December 14, 2018

Copy forwarded to –

1. All Controlling Officers
2. All H O Ds / Heads of Offices
3. Manager (S. R & A. Cell)
4. PA to Municipal Commissioner
5. PA to Special Municipal Commissioner (G & D)
6. PA to Special Municipal Commissioner (R)
7. PA to C. M. F & A
8. PA to the Hon'ble Chairperson
9. PA to the Hon'ble Mayor
10. PA to the Hon'ble Deputy Mayor
11. PA to all Chief Whips
12. OA to all Members, Mayor-in-Council
13. Office copy



  
Chief Manager