



KOLKATA MUNICIPAL CORPORATION
Office of the Municipal Commissioner
CMO Buildings, 5, S.N. Banerjee Road
Kolkata – 700 013

No. Con/Com/ 20 /RTI/2023-24

Date: 02/06/2023

To
The SPIOs (All)
Kolkata Municipal Corporation

Attention of SPIOs is drawn to the provisions of Right to Information Act, 2005. Reply to the information sought by the applicant is to be given as expeditiously as possible and positively within 30 (Thirty) days except otherwise mentioned in the said Act.

Whereas West Bengal Information Commission in the Appeal No. 3748 (C) of 2018 communicated vide No. 1016 – WBIC-20011 (13)/263/2021-SEC-WBIC dated 22.05.2023 has observed that SPIOs are not paying attention to the provisions of the RTI Act and the time to provide information to RTI applicants. The SPIOs are, therefore, advised to be responsive and reply to RTI application in time.


02/06/23

(Binod Kumar, IAS)

Municipal Commissioner &
Principal Secretary to the Govt. of West Bengal

Copy to:

1. Secretary, West Bengal Information Commission, Khadya Bhaban, 11A, Mirza Ghalib Street, Kolkata – 700 087. e-mail: scic-wb@nic.in , vide Ref. No. 1051-WBIC-20011(14)/66/2022-SEC-WBIC dated: 23.05.2023.


02/06/23

(Binod Kumar, IAS)

Municipal Commissioner &
Principal Secretary to the Govt. of West Bengal

List of State Public Information Officers and 1st Appellate Authorities (RTI)
under The Kolkata Municipal Corporation

Sl. No.	Departments	Jurisdiction / Area Covered	State Public Information Officers	1st Appellate Authorities
1.	CME (Civil)	Matters related to CME(C) Deptt.	Executive Engineer	Dy. Chief Engineer
2.	Building	Matters related to Building Deptt.	Executive Engineer	Dy. Chief Engineer
3.	Chief Valuer & Surveyor	Matters related to Chief Valuer & Surveyor Deptt.	Executive Engineer	Dy. Chief Engineer
4.	Sewerage & Drainage	Matters related to Sewerage & Drainage and Tollys & Nullahs Deptt.	Executive Engineer	Dy. Chief Engineer
5.	Lighting & Electricity	Matters related to Lighting & Electricity Deptt.	Executive Engineer	Dy. Chief Engineer
6.	Parks & Squares	Matters related to Parks & Squares Deptt.	Executive Engineer	Dy. Chief Engineer
7.	Roads	Matters related to Roads & Asphaltum (PG & GG) Deptt.	Executive Engineer	Dy. Chief Engineer
8.	SWM I & II	Matters related to Solid Waste Management (I & II) Deptt.	Executive Engineer	Dy. Chief Engineer
9.	TPDD	Matters related to Town Planning Development Deptt.	Executive Engineer	Dy. Chief Engineer
10.	PMU	Matters related to Project Management Unit	Executive Engineer	Dy. Chief Engineer
11.	Water Supply	Matters related to Water Supply Deptt.	Executive Engineer	Dy. Chief Engineer
12.	Supply & EWS	Matters related to Supply Deptt. & Entally Work Shop	Executive Engineer	Dy. Chief Engineer
13.	Bustee Services & SSEP	Matters related to Bustee Services & SSEP	Executive Engineer	Dy. Chief Engineer
14.	KEIIP	Matters related to Kolkata Environmental Improvement Investment Programme	Executive Engineer	Dy. Chief Engineer
15.	MPLAD & BEUP	Matters related to MPLAD & BEUP Deptt.	Executive Engineer	Dy. Chief Engineer
16.	Mpl. Secretary	Matters related to Mpl. Secretary's Deptt., Mpl. Authorities Deptt., Printing, I & PR and Central Records.	Dy. Manager	Addl. Municipal Secretary
17.	SW&UPA	Matters related to Social Welfare & Urban Poverty Alleviation Deptt.	Manager	Chief Manager
18.	Market	Matters related to Market Deptt.	Manager	Chief Manager
19.	Licence	Matters related to Licence Deptt.	Manager	Chief Manager
20.	Assessment & Collection (Revenue-South)	Matters related to Assessment & Collection (South) Deptt. & Assessment & Collection (TTD)	Assessor Collector (South)	Chief Manager

Sl. No.	Departments	Jurisdiction / Area Covered	State Public Information Officers	1st Appellate Authorities
21.	Assessment & Collection (Revenue-North)	Matters related to Assessment & Collection (North) Deptt.	Assessor Collector (North)	Chief Manager
22.	Assessment & Collection (Revenue-Added Area)	RTI matters related to AC (SSU), AC (GRU), AC (JU) and JOKA (Tax & Non Tax Revenues) Deptt.	Assessor Collector (SSU) Assessor Collector (JU) Assessor Collector (GRU) Assessor Collector (Joka)	Chief Manager
23.	IUM	Matters related to Institute of Urban Management	Dy. Manager	DG (IUM)
24.	Personnel	Matters related to Personnel Deptt.	Personnel Officer	Chief Manager
25.	IT	Matters related to Information Technology Deptt.	Dy. Manager (Systems)	HOD (IT)
26.	SR & AC	Matters related to SRAC, PF, Pension, HBL, and Staff Quartet Deptt.	Manager	Chief Manager
27.	Finance & Accounts	Matters related to Finance & Accounts Deptt.	Addl. Controller of Municipal Finance & Accounts	Special Controller of Municipal Finance & Accounts
28.	LAW	Matters related to LAW Deptt.	Assistant Manager (LAW)	Deputy Chief Municipal Law Officer
29.	Education	Matters related to Education Deptt.	Education Officer	Senior Education Officer
30.	Health	Matters related to Health Deptt.	Dy. Chief Municipal Health Officer	Chief Municipal Health Officer
31.	Internal Audit	Matters related to Internal Audit Deptt.	Dy. Manager	Chief Municipal Auditor
32.	Advertisement	Matters related to Advertisement Deptt.	Manager	Chief Manager
33.	Parking & Amusement Tax Deptt.	Matters related to Car Parking Amusement Deptt.	Manager	Chief Manager
34.	Vigilance	Matters related to Vigilance Deptt.	Vigilance Officer	Vigilance Authority
35.	Assessment & Collection (Revenue-TTD)	Matters related to Assessment & Collection (TTD) Deptt.	Assessor Collector (TTD)	
36.	LAW	Matters related to LAW Deptt.	Dy. Chief Municipal Law Officer	Addl. CMLO (S)
37.	MPLAD - BEUP	Matters related to MPLAD - BEUP Deptt.	Dy. Manager	Controlling Officer
38.	Census	Matters related to Census under their jurisdiction	Manager (Census)	Chief Manager (Census)