

THE KOLKATA MUNICIPAL CORPORATION
5,S.N.Banerjee Road,Kolkata-700013

Date: 23/04/2021

Municipal Commissioner's Circular No.03 of 2021-2022

In partial modification of Municipal Commissioner's Circular No.02 of 2021-22 dated 20.04.2021, this is to inform to all concerned that on a review it has been decided to revise Point no. 4 of the said circular in the manner as stated below:

- All the departments of KMC except C.M.E.(Civil), Sewerage and Drainage, Solid Waste Management, Lighting, Parks and Square, Water Supply and Health department, which are the emergency services, are directed to maintain attendance on a 50% rotational basis among their Officers and staff and the roster of duties of respective staff and Officers may be decided by the concerned Controlling Officers/HoDs. Controlling Officers/HoDs of the emergency services may also do appropriate roster as permissible keeping in mind the workload and HR availability.
- However, concerned Controlling Officers and H.o.D.s may recall any Officer(s) and staff at any point of time for the sake of rendering better civic service to the citizen of Kolkata.

This is issued for information to all employees of the K.M.C. under the control of respective Controlling Officers and all concerned are requested to take necessary action accordingly.

This is issued in the interest of public service.

Be
23/4/2021

Municipal Commissioner

Copy to:

1. Administrators, KMC
2. CMF&A
3. P.A. to Mpl. Commissioner/Spl.M.C.(G&D/R/P)
4. All Controlling Officers/H.O.D.s
5. P.O./Addl.P.O./Manager(P)
6. Office Copy

Be
23/4/2021

Municipal Commissioner