



THE KOLKATA MUNICIPAL CORPORATION  
Central Municipal Office Buildings,  
5, S.N. Banerjee Road, Kolkata-700 013  
Municipal Commissioner's Department.

Dated: 26 / 09 / 18

Municipal Commissioner's Circular No. 70 of 2018-2019

**Sub: Emergent and superior-level personnel arrangements during festive days  
(most particularly from October, 15<sup>th</sup>, 2018 to October, 25<sup>th</sup>, 2018)**

1. During the ensuing Puja-Festival days, it is of utmost importance that all the different machineries of the KMC remain at their highest state of preparedness to give urgent civic services to the citizens of the city and to give lateral support to the other public utility agencies. The following table would show the identified subjects/sectors of importance, the names and particulars of the nodal officers concerned for the subject, as well as the alternative officers in those subjects/sectors etc.

| Sl. No. | Subject  | Nodal officer and his particulars  | Appellate/alternative officer with particulars                            |
|---------|--|--|---|
| 1.      | Matters related with the repairing/restoration of roads  | Shri Soumitra Bhattacharya,<br>D.G.(Roads) - 98300-43982                 | Shri P. K. Dhua,<br>D.G.(Civil) - 98303-24329                             |
| 2.      | Matters related with different problems/road repairing etc. that arise due to laying of sewers in added area particularly in Bor.-XI & XIV | Shri Soumya Ganguly,<br>D.G.(Project) - 98310-80056                      | Shri Jadab Mondal, Project<br>Director/<br>KEIIP - 98300-33736            |
| 3.      | Matters related with repairing of lanes, by-lanes, passage etc. etc.   | Shri P. K. Dhua,<br>D.G.(Civil) - 98303-24329                            | Shri Soumitra Bhattacharya,<br>D.G. (Roads.)- 98300-43982                 |
| 4.      | Matters related with illegal parking and associated problems   | Shri Saumen Maulik, Chief<br>Manager (Parking) - 98306-93840             | Shahzad Shibli, Spl.Mpl. Commr.<br>(Rev), 98301-58232                     |
| 5.      | Matters related with installation of hoardings and banners etc.  | Shri Bhaskar Bhattacharya, Chief<br>Manager (Advertisement)- 94338-29924 | Shahzad Shibli,<br>Spl.Mpl. Commissioner (Rev)<br>98301-58232             |
| 6.      | Matters related with trimming of trees, removal of uprooted trees etc.   | Shri Debasish Chakraborty,<br>D.G.(P&S) - 98368-86508                    | Shri Somnath Sen,<br>Dy.Ch.Engr. (P&S) - 98306-02809<br>Shri Santanu Roy, |



| Sl. No. | Subject   | Nodal officer and his particulars   | Appellate/alternative officer with particulars   |
|---------|---|---|--|
| 7.      | Matters related with preparation of enclosures on each ghat for dumping and storing of used flowers etc.  | Shri Debasish Chakraborty,<br>D.G.(P&S)<br>98368-86508                    | Dy.Ch.Engr. (P&S)- 94333-93586<br>Shri Somnath Sen.<br>Dy.Ch.Engr. (P&S)-98306-02809<br>Shri Santanu Roy.<br>Dy.Ch.Engr. (P&S)-94333-93586 |
| 8.      | Matters related with removal of garbage wastes from the city roads, concerning of puja pandals, cleaning of vats, spoils, rubbish cleaning of trimmed tree branches from the street flanks, cleaning of the used flowers etc. from the enclosures created on the river banks etc. and removal of carcasses from ghats | Shri Subhashish Chattopadhyay,<br>D.G. (SWM) - 98365-36419                | Sri B. R. Rakshit.<br>Dy.C.E. (SWM-II) - 98305-82716   |
| 9.      | Matters related with all water supply issues  | Shri Bibhas Maity,<br>C.E.O & Ex-Officio D.G.(Water Supply) - 98303-79939 | Shri Mainak Mukherjee,<br>DG-OSD (W/S), 98303-17475<br>Shri Amitava Pal,<br>Dy. Ch. Engr.(W/S)- 94338-35877                                |
| 10.     | Matters related with water dispersal, drainage issues, sewerage and other problems  | Shri Amit Kumar Roy,<br>D.G. (S&D) - 94330-93803                          | Shri P. K. Dhua,<br>D.G.(Civil) - 98303-24329  |
| 11.     | Matters related with illegal construction of building, demolition of unsafe building etc.   | Shri Debasish Chakraborty,<br>D.G.(Build.-II) - 98368-86508               | Shri Anindya Karforma.<br>D.G.(Bldg.-I) - 98303-24310  |
| 12.     | Matters related with illumination of streets, parks & Squares, immersion ghats, replacement of bulbs etc.   | Shri Sanjay Bhowmick,<br>D.G.(Elect.) - 98303-24349                       | Shri Debashish Das,<br>Dy.Ch.Engr.(Ltg.) - 98303-24317   |
| 13.     | Matters related with permission of holding puja pandals etc.  | Shri P.K. Dhua,<br>D.G.(Civil) - 98303-24329                              | Shri Tapas Chowdhury, Special Mpl. Commmissioner(G/D)-<br>94323- 13646   |
| 14.     | Matters related with issue of trade licence etc.  | Shri Bijoy Biswas, Chief Manager (Licence) – 98747-57587                  | Shahzad Shibli. Special Mpl. Commmissioner(R)- 98301-58232   |



| Sl. No. | Subject  | Nodal officer and his particulars                                | Appellate/alternative officer with particulars                     |
|---------|--|--|--|
| 15.     | All issues related with Municipal Markets  | Shri Mukul Ranjan Barui<br>Chief Manager (Market)-98305-55035    | Shri Tapas Chowdhury, Special Mpl. Commissioner (Gen)-94323-13646  |
| 16.     | Matters related with public health, vaccination, disinfection, Ambulance services etc. | Dr. M. Mollah,<br>C.M.H.O. - 98302-41660                         | Dr. Subrata Roy Choudhury,<br>Dy.CMHO & OSD (Health) - 98300-11041 |
| 17.     | Matters related with illegal filling of water bodies                                   | Shri Subrata Seal,<br>D.G.(PMU) - 98308-06530                    | Shri Santanu Ghosh,<br>Dy.C.E.(C)/PMU - 90078-38329                |
| 18.     | Matters related with the supply of relief materials like tarpauline etc.               | Sri Hariharprasad Mondal<br>Municipal Secretary – 98366-65845    | Shri Sankarlal Mukherjee, Addl. Mpl. Secretary - 98304-00013       |
| 19      | Matters related to stores and materials  | Shri Rihan Sanyal, Controller of Stores & Purchase - 98311-17751 | Tapas Chowdhury, Special Mpl. Commissioner (Gen)-94323-13646       |
| 20      | Matters related to installation of temporary urinals                                   | Shri Sukanta Das,<br>D.G.(Bustee)- 98361-27236                   | Shri Sukanta Das,<br>D.G.(Bustee)- 98361-27236                     |

II. During the festive days, there will be control rooms on 24. x 7 basis at borough offices and the particulars are:

Control Rooms at Borough Office:

| Borough | Office Phone No. |
|---------|------------------|
| I       | 2557-4232        |
| II      | 2555-9081        |
| III     | 2362-9955        |
| IV      | 2272-2933        |
| V       | 2241-3715        |
| VI      | 2286-1216        |
| VII     | 2290-6635        |
| VIII    | 2466-6766        |
| IX      | 2479-1833        |
| X       | 2422-9043        |
| XI      | 2425-8138        |
| XII     | 2418-0646        |
| XIII    | 2397-1102        |



| Borough | Office Phone No. |
|---------|------------------|
| XIV     | 2397-1102        |
| XV      | 2469-6049        |
| XVI     | 2467-0057        |

The Borough Executive Engineers will also be generally responsible for all major affairs in the boroughs and will be available round the clock, while their names and mobile nos. are also given below:

| Borough | Name                          | Contract Number |
|---------|-------------------------------|-----------------|
| I       | Shri Swapan Karmakar          | 94331-12272     |
| II      | Shri Tushar Chandra Chaudhuri | 98306-20633     |
| III     | Shri Kalyan Das               | 98315-18635     |
| IV      | Shri Debashish Chatterjee     | 98740-45716     |
| V       | Shri Tushar Kanti Majhi       | 98303-24328     |
| VI      | Shri Anup Kr Saha             | 98301-20243     |
| VII     | Sri Jayanta Sarkar            | 94338-99765     |
| VIII    | Shri Anindya Kr Ghosh         | 98304-78904     |
| IX      | Shri Dinabandhu Boral         | 94335-31022     |
| X       | Shri Subhasish Bhattacharyya  | 98313-49740     |
| XI      | Shri Sunil Kr Shaha           | 94338-67289     |
| XII     | Shri Pinaki Bhattacharyya     | 98316-35931     |
| XIII    | Shri Sanjoy Kr Mondal         | 98303-45868     |
| XIV     | Shri Jaganath Dey             | 89818-81366     |
| XV      | Shri Utpal Mistry             | 98300-18733     |
| XVI     | Sri Anupam Guha               | 98303-65991     |

III. Our Central Control Room will also be open on 24 x 7 basis. The nos. are : K.M.C. Central Control Room Phone No.: 2286 1212/1313/1414:

The peak festive season is from 15.10.2018 to 25.10.2018. On each of these days, an officer will be in supreme charge of all Corporation related civic services delivered on behalf of the Control Room. This senior officer will visit the Control Room on that day, inspect the preparedness of KMC, and generally oversee all arrangements of preparedness on that particular day, irrespective of his respective domain of specialization.



Superior Officers-in-Charge for Central Control Room and their particulars

|   |   |   |
|---|---|---|
| October 15 <sup>th</sup> 2018 (Monday)    | - | D.G. (Civil) & D.G.(Bustee)             |
| October 16 <sup>th</sup> 2018 (Tuesday)   | - | D.G.(S&D) & DG.(Rds.)                   |
| October 17 <sup>th</sup> 2018 (Wednesday) | - | D.G.(SWM) & C.E.O/Ex-Officio-D.G.(W.S.) |
| October 18 <sup>th</sup> 2018 (Thursday)  | - | D.G.(TP) & D.G.(Ltg.)                   |
| October 19 <sup>th</sup> 2018 (Friday)    | - | D.G.(Bldg-I) & D.G.(PMU)                |
| October 20 <sup>th</sup> 2018 (Saturday)  | - | D.G.(IT) & D.G.(Project/KEIIP)          |
| October 21 <sup>st</sup> 2018 (Sunday)    | - | D.G. (MPLAD) & O.S.D.(S.W.M.)           |
| October 22 <sup>nd</sup> 2018 (Monday)    | - | D.G. (P&S) & D.G. (Mech.)               |
| October 23 <sup>rd</sup> 2018 (Tuesday)   | - | D.G. (IUM) & D.G. (PPP)                 |
| October 24 <sup>th</sup> 2017 (Wednesday) | - | D.G.(ELEC.)/ KEIIP                      |
| October 25 <sup>th</sup> 2017(Thursday)   | - | D.G.-O.S.D.(CIVIL)/KEIIP                |

These officers will be treated as day-in-charge of the Control Room during the festive days by mutual arrangement.

**Shift in-charge of the Central Control Room:**

Under the overall supervision of the day-in-charge of the Central Control Room, there will be specific allocation of duties of senior officers (there being three shifts in the Central Control Room in every 24 hours) who will be in overall charge of all the emergency state of preparedness of the Control Room:

| Date       | 8 a.m. to 3 p.m.   | 3 p.m. to 10 p.m.  | 10 p.m. to 6 a.m.                                    |
|------------|--|--|--|
| 15.10.2018 | Shri Kamal Sarkar,<br>Dy.Ch. Engr. (Civil)/South<br>M- 96742-79805 | Shri Mrinal Kanti Mondal,<br>Dy. Ch.Engr. (C)/C-W<br>M-94334-25822 | Shri D.Mondal,<br>Dy.C.E.(E)/P&D-<br>M-94338-83785   |
| 16.10.2018 | Shri Bhaskar Ghosh,<br>Chief Manager (P)<br>M- 98314-84142         | Shri Bijoy Biswas<br>Ch.Manager(License)-<br>M- 98747-57587        | Shri Debasish Das<br>Dy.C.E.(Elec)<br>M- 98303-21637 |



| Date       | 8 a.m. to 3 p.m.  | 3 p.m. to 10 p.m.  | 10 p.m. to 6 a.m.   |
|------------|---|--|---|
| 17.10.2018 | Shri Parameshwar Shaw<br>Chief Manager (Edn.)<br>M- 98303-24323               | Shri Bhaskar Bhattacharya,<br>Ch. Manager( Rev./South)<br>M- 94338-29924 | Shri Kartick Ch. Ghosh,<br>Dy. Ch.Engr.(W.S.)-<br>M- 98312-72690      |
| 18.10.2018 | Shri Mridul Mondal<br>Dy.C.E.(C)/C&HQ<br>M-99033-35919                        | Shri Dipankar Pal<br>S.O.(Roads)<br>M- 98303-24327                       | Shri D.Chatterjee<br>Dy.C.E.(Bustee) –<br>M- 91639-05652              |
| 19.10.2018 | Shri Somnath Borai,<br>S.O. (Engineering)<br>Building Deptt.<br>M-94333-57150 | Shri Puranjoy Roy<br>S.O. (Eng.-II), Building Deptt.<br>M-94335-36733    | Shri Biplab Paul<br>Dy. Ch. Engr. (P&D).<br>M-98307-92640             |
| 20.10.2018 | Shri Santanu Ghosh,<br>Dy.C.E.(C)/ PMU<br>M- 90078-38329                      | Shri Samiran Ghosh<br>Dy.C.E.(C)/Rds.<br>M- 98307-64057                  | Shri Souvick Sikdar<br>Ch. Manager (SW&UPA, Zone-I)<br>M- 93318-37929 |
| 21.10.2018 | Shri Himangshu Roy Chowdhury<br>S.O.(E.C.)/C.M.E.(C) Deptt.<br>M- 94330-89409 | Shri Santanu Das<br>Dy.C.E.(C)/ KEIIP<br>M- 98306-71296                  | Shri Partha Pratim Saha<br>Spl. CMF&A-I<br>M- 94335-81198             |
| 22.10.2018 | Shri Mukul Ranjan Barai,<br>Ch. Manager (Mkt./South) –<br>M- 90079-79577      | Shri Ashutosh Ghosh<br>S.O.-(KEIIP)<br>M- 98307-10756                    | Shri Subhajit Dasgupta<br>Dy.C.E.(C)/KEIIP<br>M- 98300-60382          |
| 23.10.2018 | Shri Kaushik Chowdhury<br>Spl. CMF&A-II<br>M- 96810-44997                     | Shri N. Bhowmick<br>Ch. Val & Surveyor<br>M-94334-53470                  | Sri Sushil Mondal<br>Dy.C.E.(C)/ P&D Deptt.<br>M-94333-70200          |
| 24.10.2018 | Shri Somnath Paul<br>Dy.C.E.(C)/Tolly-Nullah<br>M-98301-50727                 | Shri Soumen Maulik<br>Ch. Manager (Parking)<br>M- 98306-93840            | Shri Ashok Guha,<br>Dy.C.E.(C)/Bldg.-<br>M- 94332-63585               |
| 25.10.2018 | Tamal Kanti Ghatak<br>O.S.D.(W.S.-I)<br>M- 98303-24317                        | Shri Amit Sengupta<br>Dy. C.E ( Civil ) KEIIP-<br>M- 98304-99130         | Shri Tarun kumar Ghosh,<br>Dy CE(Mkt)<br>M-98304-14747                |

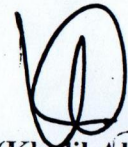


All senior officers, field engineers etc. will also be available on 24×7 basis during the whole period and the Controlling Officers will ensure that no senior officer will leave station without the personal permission of the undersigned.

For all emergencies, one single point of immediate contact will be Sri Tapas Chowdhury, I.A.S, Special Municipal Commissioner (Gen./Dev.), 94323-13646.

This circular is dispatched upto the level of the Controlling Officers, who, in turn, will suitably distribute copies of this circular among the senior officers working under them.

This has approval of Hon'ble Mayor dated 26/09/18.



(Khalil Ahmed)

Municipal Commissioner

Copy to :

1. P.A. to Hon'ble Mayor/Dy. Mayor/MMICs/Borough Chairpersons
2. Spl.M.C(D)/Spl.M.C(Rev.)/PD, KEIP
3. All Controlling Officers
4. Addl. Mpl. Secy./CM.(Parking)/CM(Lic.)/CoS&P

Further Copy forwarded to:

- (i) Commissioner of Police, Kolkata
- (ii) Spl. Commissioner of Police, Kolkata
- (iii) All. Addl. Commissioners of Police, Kolkata
- (iv) All Zonal Dy. Commissioners of Police
- (v) S.P. South 24-Parganas.

Further Copy forwarded to :

- (1) Director General, Fire & Emergency Services, GoWB
- (2) Director, Fire & Emergency Services, GoWB

Further Copy forwarded to :

- a) Chief Secretary, West Bengal.
- b) Principal Secy. (Home), West Bengal
- c) Principal Secy., UD & MA Dept., Gov. W.B.
- d) District Magistrate, South 24-Parganas



1985  
28/9/18

DS (G. Set)  
Pl arrange to put up  
in website  
3/10/18

JS (G. Bhattacharya)  
29/10/2018



(Khalil Ahmed)

Municipal Commissioner