



**Government of West Bengal**  
**Public Health Engineering Directorate**  
**New Secretariat Building, 7<sup>th</sup> Floor**  
**1, K. S. Roy Road, Kolkata-700 001**

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Memo No. 11489 - 550/80/B/2015

Dated, Kolkata, the 12.09.2017

To  
The Executive Engineer

.....Division  
PHE Directorate, Govt. of West Bengal

**Sub:-** Weekly Monitoring Meeting on every Friday w.e.f. 15.09.2017 at 2.00 PM at the Conference Room of PHE Department

**Ref :** i) Memo No. PHE/2232/O-39/17 Dated, Kolkata, the 11.09.2017 of OSD & Ex-Officio Special Secretary, PHE Department, Govt. of West Bengal  
ii) Memo No. 11475 (1-3)/80/B/2015 Dated, Kolkata, the 11.09.2017 of Chief Engineer, Headquarters, PHE Directorate, Govt. of West Bengal

With reference to above, please note that the Additional Chief Secretary, PHE & P&RD Departments, Govt. of West Bengal will convene a meeting on every Friday w.e.f. **15.09.2017** to discuss various issues mentioned below in tabulated form.

In this context, a powerpoint presentation will be presented before him. He is therefore requested to submit the detailed information via e-mail (no hardcopy) latest by **tomorrow, the 13<sup>th</sup> September, 2017** positively, within **4 PM**. The table showing the issues & information to be submitted by various Divisions are given below -

Sl. No.	Description of Issue	Detailed information to be submitted by the Divisions
1.	Progress of expenditure against funds released for each scheme / project	a. <b>Drinking Water Supply Status</b> module in WBPHE Website has to be updated upto August, 2017 by <b>13.09.2017</b> (ignore if already done) b. <b>Form-65</b> upto August, 2017 has to be updated. (scheme-wise expenditure will be taken from Form-65 and will be considered final)
2.	Targets of Administrative Calendar	Information to be filled-up in specific format which has been sent to his official e-mail ID.
3.	Issues affecting the progress of work	Any bottleneck in implementation of piped water supply schemes is to be informed. (to be mentioned in Remarks/Bottlenecks column of <b>Drinking Water Supply Status</b> module).
4.	Vacancies to be filled in	Present vacancy positions for all category of staffs (Gr-'A', 'B', 'C' & 'D') is to be mentioned vis-à-vis sanctioned post.

P.T.O.....2

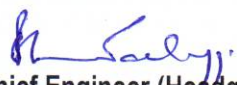
Sl. No.	Description of Issue	Detailed information to be submitted by the Divisions
5.	Adoption of Integrated Financial management System (IFMS) and other e-governance methods	Any bottleneck regarding implementation of IFMS/HRMS/e-governance to be sent via e-mail.
6.	Pending disciplinary cases	Presently not required.
7.	Pending court cases	Format has been sent to his official e-mail ID. (Submit brief details of the cases where ACS / CEs are not respondents)
8.	Pending Audit Paras	Presently not required.
9.	Maintenance of punctuality and discipline	Brief note in case of non-compliance. Give specific instances.
10.	File Tracking System	Presently not required.

In this connection, please note that a brief report on the meeting has to be submitted to the Chief Secretary to the Govt. of West Bengal. **Therefore, please treat this as extremely urgent.**

(1-37)

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Copy forwarded for kind information to :-

1. The PA to the Additional Chief Secretary, PHE & P&RD Departments, Govt. of West Bengal
2. The OSD & Engineer-in-Chief, PHE Department, Govt. of West Bengal


  
Chief Engineer (Headquarters)  
Public Health Engineering Dte.

Dated, Kolkata, the 12.09.2017


(1-37)

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Copy forwarded for information to :-

1. The Chief Engineer, Western Zone / Planning & WQM / Northern Zone (Civil) / Mech-Elect (Southern Zone) / Mech-Elect (Northern Zone), PHE Directorate, Govt. of West Bengal
2. The Project Director, WBPWSP (Purulia), PHE Directorate, Govt. of West Bengal
3. The Director, WSSO, PHE Department, Govt. of West Bengal
4. The Assistant Chief Engineer-I / II / III, PHE Directorate, Govt. of West Bengal
5. The Superintending Engineer, .....Circle, PHE Directorate, Govt. of West Bengal
6. The OSD, MC, PHE Directorate, Govt. of West Bengal
7. The Assistant Chief Engineer (Mech/ Elect.), PHE Directorate, Govt. of West Bengal
8. The Dy. Superintending Engineer, HQ / Dy. Superintending Engineer - I / II (MC), PHE Directorate, Govt. of West Bengal

  
Chief Engineer (Headquarters)  
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