

MUNICIPAL ADMINISTRATION DEPARTMENT

**Office of the Commissioner & Director of
Municipal Administration, Telangana State Hyderabad**

CIRCULAR

Roc.No.226/2014-M1

Dated:08.09.2015

Sub:- Taxes – Review meeting on 11.09.2015 at 02.00pm in Conference hall 3rd floor of C&DMA office – Depute Revenue Officer / Revenue Inspector / UDRI / concerned dealing assistant and data entry operator to attend the meeting on Levy of Property Tax in newly constituted Municipalities / Nagar Panchayats and merged Grampanchyats in existing Municipalities – Regarding.

Ref:- 1.This office Circular Roc.No.226/2014-M1, Dated:08.10.2014.
2.Various instruction issued on revision of property tax vide this office Lr.Roc.No.226/2015-M1.
3.This office Circular Roc.No.2556/2015-M1, Dated:04.04.2015.
4.This office Circular Roc.No.2556/2014/M1, Dated:18.04.2015.
5.This office Circular Roc.No.226/2014/M1, Dated:06.06.2015.
6.This office Circular Roc.No.226/2014/M1, Dated:31.07.2015.
7.This office Circular Roc.No.226/2014/M1, Dated:26.08.2015.

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In continuation to this office circular 7th cited, the Commissioners of all the newly constituted Municipalities / Nagarapanchayats and merged Grampanchayats in existing Municipalities where revision of property tax taken up are informed to depute Revenue Officer / Revenue Inspector / UDRI / concerned dealing assistant and data entry operator to attend the review meeting on 11.09.2015 at 02.00pm in Conference hall 3rd floor of C&DMA office on the following issues:-

1. Issue of Special Notice.
2. Dispose of revision petitions.
3. Entry of arrears of property tax in online.
4. Entry of Water tax assessment data in online.
5. Updation of collection of property tax in e-Suvidha (new dash board).
6. Requirement of Hand held machines (for Procurement).
7. Status report on updation of demand registers.
8. Status report on procurement of Single demand bill.
9. Review on collection of other taxes and revenues.

2. Therefore, all the Commissioners concerned are directed to furnish detail note on each item by 10.09.2015 by 3.00pm positively.

**Sd/-B.JANARDHAN REDDY
COMMISSIONER & DIRECTOR**

To

All the Municipal Commissioners, Merged Nagar Panchayat and Nagar Panchayat in State.
(through the Regional Director-cum-Appellate Municipal Commissioner concerned request to submitted consolidated report for taking further necessary action).

Copy to the Project Manager, e-Suvidha, Hyderabad with a request to attend the said meeting.

Copy to the Superintendent, OP-Section of this office for making necessary arrangements.

//t.c.f.b.o.//

**G. Uma Prakash
SUPERINTENDENT**