

MUNICIPAL ADMINISTRATION DEPARTMENT

O/o the Commissioner & Director,  
Municipal Administration Department,  
Government of Telangana, 640- A.C., Guards, Hyderabad.

**CIRCULAR INSTRUCTIONS**

**Roc.No.3909/2014/A2,**

**dt:23.09.2015**

Sub:- P.S- Municipal Commissioners Establishment – Telangana State Legislative Assembly Sessions and Telangana State Legislative Council Sessions to be commencing from 23.9.2015–Certain instructions all Municipal Commissioners– Issued–Regarding.

Ref:- Telangana State Legislative Assembly Sessions and Telangana State Legislative Council Sessions to be commencing from 23.9.2015.

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All the Municipal Commissioners in the State (except GHMC) are informed that, the Telangana State Legislative Assembly Sessions and Telangana State Legislative Council Sessions to be commencing from 23.9.2015.

2. In view of forthcoming Legislative Assembly and Legislative Council Sessions from 23.9.2015, all the Commissioners of Municipal Corporations (except GHMC) and Municipal Commissioners of Municipalities are instructed to follow the following instruction scrupulously.

1. Not to avail any kind of leaves during the sessions.
2. If, leaves are warranted, prior permission shall have to take from the Regional Director concerned.
3. The official Cell phones shall be put in on around the clock.
4. Not to leave the head quarters without prior permission of the higher authorities of the Department/ concerned District Collector.
5. The information pertains to any LAQs/LCQs/SNQ etc., shall be attended on priority basis and information should be furnished to the concerned within the time.

3. All the Commissioners of Municipal Corporations (except GHMC) and Municipal Commissioners of Municipalities are instructed to adhere to the above instructions scrupulously, if any disobedience is noticed necessary action will be taken as per the rules in force.

**Sd/- Dr.B.Janardhan Reddy,  
Commissioner & Director.**

To: All the Mayors/ Chairpersons of Municipal Corporations and Municipalities/ Nagarapanchayats in the State (except GHMC).

All the Municipal Commissioners in the State (except GHMC).

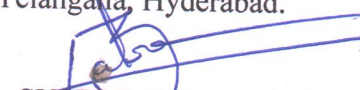
Copy to the District Collectors in the State.

Copy to the Regional Director cum Appellate Commissioner, Hyderabad/ Warangal regions.

Copy to the Chief Engineer, Public Health Department, Government of Telangana, Hyderabad.

Copy to the Director, Town & Country Planning, Government of Telangana, Hyderabad.

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SUPERINTENDENT