

**PROPERTY TAX**

**GOVERNMENT OF TELANGANA  
MUNICIPAL ADMINISTRATION DEPARTMENT**

O/o Commissioner & Director of  
Municipal Administration, 640,  
A.C. Guards, Hyderabad-500004.

**OFFICE ORDER**

Roc.No. 226/2014/M1,

Dt. 21.11.2014

**Sub:-** Property Tax – Review of Property Tax collections in the Urban Local Bodies in the State – Entrusting of duties to certain Officers and Staff of this office – Orders – Issued.

**Ref:-** Updating of collection of Property Tax online on a daily basis online in CDMA website

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The attention of the Officers and Staff noted in the address entry is invited to the reference cited and they are informed that Property Tax is a major source of revenue to the Municipalities and Municipal Corporations in the State which is being reviewed frequently at the top level i.e. by the Hon'ble Chief Minister, Principal Secretary to Government and Commissioner & Director of Municipal Administration wherein dissatisfaction is expressed time and again over collection of Property Tax in the Municipalities and Municipal Corporations in the State.

2. Further, on perusal of the collection of Property Tax online in CDMA website, it is found that the overall collection of Property Tax in all the Urban Local Bodies in the State is 30% for the 1<sup>st</sup> half year which is very less.

3. In view of the above and in light of the instructions issued during various review meetings, the undersigned desired that collection of Property Tax be reviewed District-wise on a daily basis and constant coordination be maintained with the Municipal Commissioners for improvement of collections of Property Tax.

4. Accordingly, the Officers and Staff of this office are hereby allotted the following duties mentioned against their names:

Sl. No.	Name of the Officer/ Staff & Designation	Duty Allotted
1	Smt. N. Vani Sree, Deputy Director	• Review of collection of Property Tax in the Urban Local Bodies of <b>Khammam, Adilabad &amp; Nalgonda Districts on a daily basis</b> and ensure improvement in collection of Property Tax and updating of Bill Collector-wise status in CDMA website everyday

		<ul style="list-style-type: none"> <li>• Maintenance of constant coordination with the Municipal Commissioners of Urban Local Bodies of <b>Khammam, Adilabad &amp; Nalgonda Districts</b> and providing guidance/ clarifications to them, if any</li> </ul>
2	Sri. T. Krishna Mohan Reddy, Assistant Director	<ul style="list-style-type: none"> <li>• Review of collection of Property Tax in the Urban Local Bodies of <b>Warangal and Rangareddy Districts on a daily basis</b> and ensure improvement in collection of Property Tax and updating of Bill Collector-wise status in CDMA website everyday</li> <li>• Maintenance of constant coordination with the Municipal Commissioners of Urban Local Bodies of <b>Warangal and Rangareddy Districts</b> and providing guidance/ clarifications to them, if any</li> </ul>
3	Sri. K. Phalgun Kumar, Superintendent	<ul style="list-style-type: none"> <li>• Review of collection of Property Tax in the Urban Local Bodies of <b>Nalgonda and Medak Districts on a daily basis</b> and ensure improvement in collection of Property Tax and updating of Bill Collector-wise status in CDMA website everyday</li> <li>• Maintenance of constant coordination with the Municipal Commissioners of Urban Local Bodies of <b>Nalgonda and Medak Districts</b> and providing guidance/ clarifications to them, if any</li> </ul>
4	Smt. G. Uma Prakash, Superintendent	<ul style="list-style-type: none"> <li>• Review of collection of Property Tax in the Urban Local Bodies of <b>Karimnagar and Nizamabad Districts on a daily basis</b> and ensure improvement in collection of Property Tax and updating of Bill Collector-wise status in CDMA website everyday</li> <li>• Maintenance of constant coordination with the Municipal Commissioners of Urban Local Bodies of <b>Karimnagar and Nizamabad Districts</b> and providing guidance/ clarifications to them, if any</li> </ul>
5	Sri. K. Balaram, Superintendent	<ul style="list-style-type: none"> <li>• Review of collection of Property Tax in the Urban Local Bodies of <b>Mahaboobnagar District on a daily basis</b> and ensure improvement in collection of Property Tax and updating of Bill Collector-wise status in CDMA website everyday</li> <li>• Maintenance of constant coordination with the Municipal Commissioners of Urban Local Bodies of <b>Mahaboobnagar District</b> and providing guidance/ clarifications to them, if any</li> </ul>

3. The above Officers and Staff of this office are further informed that the ADMA will take up review on collection of Property Tax of all the Urban Local Bodies in the State on every Saturday at 4.00 P.M. and they are directed to attend the meetings with status reports and remarks.

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

To

All the Officers and Staff concerned

Copy to the Additional Director of this office

Copy to all the Municipal Commissioners in the State (through RDMA concerned)

Copy to the RDMA's of Warangal and Hyderabad

Copy to the table of C & DMA

  
for Commissioner & Director