

Confidential

**KOLKATA PORT TRUST
VIGILANCE DEPARTMENT
4 FAIRLIE PLACE (3RD Floor)
KOLKATA 700 001**

No. Vig/14/Misc/2009/ 1175

Dated 13th July 2009

Circular No. 3/09

To

All Heads of the Department of KDS & GM(M & S), HDC

**(Secretary /FA & CAO /DMD /TM /CHE /CME (I/C) /CE /CMO /LA & IRO (I/C)/
LM(I/C) /CMM(I/C) /LA / Director(P & R).**

Sub: List of dependent family members of KoPT/HDC Officers / Officials.

It is mandatory to keep the list of dependent family members of officers / officials updated at regular intervals. However, it has been observed that this is not being done in many cases.

Accordingly it is directed that from 01.04.2009 the list of dependent family members of KoPT officers / officials should be made up-to-date. This practice should be followed at every two years' interval so that the names of age barred, married and dead family members are deleted.

A compliance report may please be forwarded within 30 days.


**(A. Majumdar)
Chief Vigilance Officer**

Cc: PS-cum-EA to Chairman for favour of kind information of Chairman
Cc: PS to Dy. Chairman (HDC)/ for kind information of Dy.Chairman/HDC.
Cc: Dy. CVO/HDC – To monitor the compliance for HDC.
Cc: Vigilance Officer, KoPT/CDLB.