

**Tentative Tour Programme of Thiru.S.A.Raman, I.A.S., Collector,
Vellore District for the Month of January – 2019**

Date	Time	Place	Purpose
01.01.2019 Tuesday	10.00 am	Headquarters	New Year / Office Work.
02.01.2019 Wednesday	10.00 am	Headquarters	Office Work.
	05.00 pm	Sripuram, Golden Temple	Receiving of Hon'ble Governor of Assam, Guwahati.
	08.30 pm		Receiving of Hon'ble Governor of Uttarakhand.
03.01.2019 Thursday	09.00 am	Sripuram, Golden Temple	Receiving of Hon'ble Governor of Karnataka.
	03.00 pm	Headquarters	Office Work.
04.01.2019 Friday	09.30 am	Arcot BDO Office	Arcot Block Development Office Cursory Inspection.
	11.30 pm	District Court Sathuvacheri	Court case.
	12.30 pm	Headquarters	Pongal 2019 - Sarees / Dhoti meeting.
	02.00 pm	VC Hall	Video Conference review meeting regarding PM Awards by Additional Secretary DARPG, New Delhi.
	04.00 pm	Headquarters	Enquiry regarding Transfer of Permit - RTO Vellore.
	04.30 pm		Discussion on Town / Villages / City Nomenclature in Tamil – AD(Tamil Development)
	05.00 pm		Enquiry regarding Court Case W.P.No.28790/2014 Tmt.Thamariselvi Land Patta - AP(Lands).
	05.30 pm	Vellore Fort	Women and Child Protection Awareness Programme by Narayani Golden Temple.
	06.00 pm	Headquarters	BHEL Negotiation Meeting – APA (Lands)
05.01.2019 Saturday	09.00 am	Voorhees College, Vellore	Job Mela Differently Aabled people – PD (Mathi)/DDRO.
	10.00 am	AAA College, Walaja	Inscription and Archeology Orientation Programme – Curator Arcot.
06.01.2019 Sunday	10.00 am	Headquarters	Office Work.

07.01.2019 Monday	09.30 am	Headquarters	Law and Order weekly Meeting.
			Excise Weekly Meeting.
			Mines and Minerals weekly meeting.
			RTOs weekly meeting.
	10.00 pm		All Dept. HoD's Meeting – PA (G)
	11.00 am	Headquarters	Dengue review meeting – DD (HS)
	12.00 pm	Quaide Millath Hall	Grievance Day Programme.
	03.00 pm	Headquarters	Enquiry regarding Transfer of Permit - RTO Vellore.
	04.00 pm		Sugar Can District Level Committee Meeting – PA(Agri).
	04.30 pm		Civil Supplies vigilance committee meeting – DSO.
05.00 pm	Weekly Civil Supplies Meeting: DRO, DR (CS), DSO, RM-TNCSC & SO Karpagam.		
06.00 pm	Basic Amenities Review Meeting with Corporation Commissioner, Municipal Commissioners, AD(TP), EOs(TP), BDOs.		
08.01.2018 Tuesday	10.00 am	--	Office work.
	11.00 am	Quaide Millath Hall	Special Grievance Day Programme for Differently abled people – DDRO.
	03.30 pm	Headquarters	DAC - District Advisory Committee meeting on youth programme NYK.
	04.00 pm		Jallikattu Co-ordination meeting – MHS.
	05.00 pm	Headquarters	National Voter's day Co-ordination Meeting.
09.01.2019 Wednesday	10.00 am	Quaide Millath Hall	Inauguration of Farmers orientation programme – Reproductive Management of dairy cattle for profitable dairying – Head, Veterinary University, Vellore.
	11.00 am	--	Inspection.
10.01.2019 Thursday	10.00 am	Headquarters	Election Final Roll Publication – PA(Election).
	10.30 am	Headquarters	RD Establishment Rural Development Review Meeting: PD(DRDA), PO(MT), EE(RD)s, AEEs, AD(Pt), AD(Audit), PA(PD), PA(NMP), PA(SS), BDO's, AE/UE's.
	05.00 pm		AD Welfare Education Scholarship Bankers Co-ordination Meeting – DADWO.

11.01.2019 Friday	10.00 am	Quaide Millath Hall	LPG distributorship connection draw - IOC, BPC,HPC- DSO.
	11.00 am	--	Inspection.
	05.30 pm	Headquarters	All DC's scheme review meeting - DADWO, DBCWO, APA (Lands), AD (Survey) SDC (SSS) and Revenue Zonal Officers Bi-Weekly Meeting. OAP & OPT / scheme review meeting with concerned officials - DRO
12.01.2019 Saturday	10.30 am	Vellore Town Hall, Vellore	Inspection of Vellore Town Hall-MHS.
	11.30 am	Vellore Town Hall, Vellore	National Youth Day and Swami Vivekananda's Birth Anniversary celebrations- NYK.
13.01.2019 Sunday	10.00 am	Headquarters	Office Work.
14.01.2019 Monday	09.30 am	Headquarters	Law and Order weekly meeting.
			Excise Weekly meeting.
			Mines and Minerals weekly meeting.
			RTOs weekly meeting.
	10.00 am	Headquarters	Dengue review meeting - DD (HS)
	12.00 pm	Quaide Millath Hall	Grievance Day Programme.
	03.00 pm	Headquarters	GM, DIC Single Window Meeting.
	04.00 pm		Anti Corruption & Vigilance Monitoring Committee meeting- ICO.
5.00 pm	Weekly Civil Supplies Meeting: DRO, DR (CS), DSO, RM-TNCSC & SO Karpagam.		
06.00 pm	RD Zonal Officers Bi-Weekly Review Meeting. PD DRDA.		
15.01.2019 Tuesday	--	Headquarters	Pongal / Office Work.
16.01.2019 Wednesday	--	Headquarters	Thiruvallar Day / Office Work.
17.01.2019 Thursday	--	Headquarters	Uzhavar Thirunal / Office Work.
	10.00 am	Headquarters	Digital India Web Ratna Awards 2018 - NIC.

18.01.2019 Friday	10.00 am	Headquarters	Agriculture Production Committee Meeting (Agriculture and Allied Department).
			Crop Insurance Meeting – JR (Co-op) and Agriculture Department.
	11.00 am		Agricultural Farmers Grievance Day Programme – PA (Agri).
	04.30 pm		Review on Flag Ship Scheme – Agri, Horti, Agri-Engg, AH, Marketing, Market Committee, Fisheries.
			Agricultural Department – Food Grain Mission-2017-18 Scheme Review Meeting Review – with line Departments.
			Agricultural Department and Horticulture Departments review meeting.
			Effective Implementation of Watershed Management Schemes – District Level Co-ordination Committee Meeting.
	05.30 pm		Bi-Weekly Priority Scheme review meeting with PA (Agri), JD (Agri) DD (Horti) and related other officials.
06.00 pm	Forest Rights Act (FRA) Meeting – PO (TW) / DADWO.		
19.01.2019 Saturday	10.00 am	--	Inspections.
20.01.2019 Sunday	10.00 am	Headquarters	Office Work.
21.01.2019 Monday	09.30 am	Headquarters	Law and Order weekly Meeting.
			Excise Weekly Meeting.
			Mines and Minerals weekly meeting.
			RTOs weekly meeting.
	10.00 pm	All Dept.HoD's Meeting – PA (G)	
	11.00 am	Dengue review meeting – DD (HS)	
	12.00 pm	Quaide Millath Hall	Grievance Day Programme.
	03.00 pm	Headquarters	Enquiry regarding Transfer of Permit - RTO Vellore.
05.00 pm	Weekly Civil Supplies Meeting: DRO, DR (CS), DSO, RM-TNCSC & SO Karpagam.		
04.30 pm	Fortnightly sand co-ordination meeting – DD Mines.		

22.01.2019 Tuesday	10.30 am	Headquarters	Pensioners Grievance Day Programme – P.A (Accounts).
	03.00 pm		TAMCO/ TABCEDCO Review meeting with JR(Co-op), MD VCC Bank, DBCWO.
	3.30 pm		Enquiry – INS Rajali Land Acquisition – APA(Lands)
	04.00 pm		District Level Advisory Committee and Co-ordination committee meeting for eradication of Trafficking and commercial sexual exploitation of Women and Children – DCPO.
	05.30 pm		Child Labour Review meeting – PD(Child Labour)
23.01.2019 Wednesday	10.00 am	Arumuga Reddiyar Salammal Thirmana Mandapam, Walaja Road, Kodaikkal Mottur, Walaja Taluk	TNPCB Public Hearing – M/s.Kodaikal Black Granite Quarry mining –DEE.
	11.30 am	--	Inspection.
	04.00 pm	Headquarters	Election meeting with Cinema Theater Owners regarding Voter Awareness Films – PA(Election).
	05.00 pm		Vellore Corporation High Level Committee meeting.
24.01.2019 Thursday	10.00 am	Dr.M.G.R. Govt. Arts & Science College, Madhanur	Carrier Guidance cum Exhibition Programme – AD (Employment Officer)
	10.00 am	Headquarters	DRA - District Revenue Administration Subordinate Officers monthly performance review meeting – RDO's, Tahsildars and DRS Tahsildars.
			Free House Site Patta Regularisation and distribution review meeting – APA(Lands)
	03.00 pm		Law and Order Monthly Meeting.
	03.30 pm		Road Safety / Traffic Advisory Committee Monthly Meeting.
	04.30 pm		Steering Committee Monthly Meeting for eviction and Encroachments.
	04.30 pm		MGNREGS Social Audit High Level Committee Meeting - AD Audit.

25.01.2019 Friday	10.00 am	Headquarters	National Voters day Celebration – PA(Election).
	04.00 pm		Labour Department Monitoring Committee meeting –ACL(SSS).
	05.30 pm		All DC's scheme review meeting – DADWO, DBCWO, APA (Lands), AD (Survey) SDC (SSS) and Revenue Zonal Officers Bi-Weekly Meeting.
			OAP & OPT / scheme review meeting with concerned officials – DRO
26.01.2019 Saturday	10.00 am	Headquarters	Republic Day.
27.01.2019 Sunday	10.00 am	Headquarters	Office Work.
28.01.2019 Monday	09.30 am	Headquarters	Law and Order weekly meeting.
			Excise Weekly meeting.
			Mines and Minerals weekly meeting.
			RTOs weekly meeting.
	10.00 am	Headquarters	Dengue review meeting – DD (HS)
	12.00 pm	Quaide Millath Hall	Grievance Day Programme.
	03.00 pm	Headquarters	Office Work.
	5.00 pm		Weekly Civil Supplies Meeting: DRO, DR (CS), DSO, RM-TNCSC & SO Karpagam.
05.30 pm	SBGF Monthly Review Meeting – District Planning Cell.		
06.00 pm	RD Zonal Officers Bi-Weekly Review Meeting. PD DRDA.		
29.01.2019 Tuesday	10.00 am	Quaide Millath Hall	NEEDS committee meeting – GM DIC.
	10.30 am	Headquarters	20 Point Programme Meeting / PWD Meeting with DRO, EE (WRD), EE (Bldgs.), EE TWAD Board, EE TWAD UGSS, D.E. NH, State Highways, Project, NABARD and Rural Roads, including CEO, CEO (SSA).
			Plan Review.
			GM, DIC Single Window Meeting.
11.00 am		Review meeting of MPLAD & MLACDs Works with all Line departments. (PD-DRDA).	

(Cont.) 29.01.2019 Tuesday	11.30 am		Corporation, Municipalities, Town Panchayats Schemes progress monthly review meeting - AD (TP) and all EOs, Corporation Commissioner, Municipal Commissioner.
	04.30 pm		District Level Bankers Coordination monthly review meeting - LDM.
30.01.2019 Wednesday	11.00 am	Thirupathur Taluk.	Mass Contact Programme at Thirupathur Taluk.
	03.00 pm	--	Inspection.
31.01.2019 Thursday	10.00 am	Headquarters	JD Medical National Programme and G.H. Performance Review - JD (Medical).
			NRHM and PHC performance review, Maternal Death Audit and District Health Society Executive committee meeting DD (HS).
	03.00 pm		DSWO Monthly Review meeting/PO ICDS
	03.30 pm		ICDS Review meeting with CDPOs and Supervisors - PO ICDS.
	04.00 pm		Mahalir Thittam, DSMS Monthly Review meeting - PO(MT)
	06.00 pm		DDRO Monthly Review meeting.
06.30 pm	TAHDCO monthly progress review Meeting - EE, TAHDCO.		

Note:- The Officers should submit the meeting files on the previous working day itself without fail.

**Sd/- S.A.Raman,
Collector,
Vellore District**

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To
The Concerned Departments.
Vellore District.

Huzur Sharistadar(G)