

**Tentative Tour Programme of Tmt.V.Santha,I.A.S.,
District Collector, Perambalur
for the period of 01.06.2019 to 15.06.2019**

Date	Time	Venue	Programme	Follow up officer
01.06.2019 Saturday		HQ	Office works	
02.06.2019 Sunday		HQ	Office works	
03.06.2019 Monday	09.45 AM	HQ	Co-ordination meeting regarding with Service connection problem of Government buildings (Schools) – CEO, SE (TNEB) & EE PWD(Buildings).	EE PWD
	10.00 AM		Review of pending GD / CM Cell / etc Petitions - all HODs, Tahsildars, BDOs, MC & EOs(TP).	SDC (SSS)
	10.15 AM		Review of redressal of complaints received through Toll Free No.1800 425 4556	
	10.30 AM		Receiving Grievance Day Petitions.	
	03.30 PM		Water supply co-ordination meeting – EEs(TWAD), DE(TANGEDCO), BDOs(VP), MC & EOs(TP)	AD(Pt&A)
	04.00 PM		Water quality meeting – EEs(TWAD), District Epidemiologist, BDOs(VP), MC & EOs(TP)	
	04.30 PM		Review of Education Department officials - CEO, DEO, ADPCs & PAs to CEO	PA(D)/ CEO
	05.00 PM		Review of performance of Agricultural Dept. officials – JD(Agri), DD(Horti), EE(AED) and DD(AB)	PA (Agri.)
	05.30 PM		Coordination meeting regarding desilting of channels & water bodies, Kudimaramath, Watershed works, Checkdam M&R – DRO, PA(G), PA(Agri), DD(Mines), AEE-PWD(WRO), AD(Pt&A) & All Tahsildars	PA(G)
	06.00 PM		Review of RD Zonal Officers	PD, DRDA
04.06.2019 Tuesday	10.00 AM	Camp	Jamabandhi – Veppanthattai Taluk	HS(G)
	04.00 PM	HQ	Review of performance of Assistant Director of Town & Country Planning, Perambalur and Local Planning Authority.	AD(P&A)
	04.30 PM		Review of AC Excise – AC Excise, DM TASMAL, ADSP(P&EW), DEO & ESO	AC(Excise)
	05.00 PM		Review of NABARD schemes - NABARD schemes implementing officers	PA(D)
	05.30 PM		Review of e-Governance new initiatives – eDM, NIC-DIO & other stakeholders	eDM
	06.00 PM		Review of Mines Department officials	AD Mines
05.06.2019 Wednesday		HQ	Ramzan – Public holiday	

06.06.2019 Thursday	10.00 AM	Camp	Jamabandhi - Veppanthattai Taluk	HS(G)
	04.00 PM	HQ	Review of Highways Works - DE(C & M), DE(NH) and PD(NHAI)	DE(C&M)
	04.30 PM		Pending High court cases and Subordinate court civil cases review - all HODs	PA(G)
07.06.2019 Friday	10.00 AM	Camp	Jamabandhi - Veppanthattai Taluk	HS(G)
	AN	HQ	Office works	
08.06.2019 Saturday		HQ	Office works	
09.06.2019 Sunday		HQ	Office works	
10.06.2019 Monday	10.00 AM	HQ	Review of pending GD / CM Cell / etc Petitions - all HODs, Tahsildars, BDOs, MC & EOs(TP)	SDC (SSS)
	10.15 AM		Review of redressal of complaints received through Toll Free No.1800 425 4556	
	10.30 AM		Receiving Grievance Day Petitions.	
	03.30 PM		Water supply co-ordination meeting - EEs(TWAD), DE(TANGEDCO), BDOs(VP), MC & EOs(TP)	AD(Pt&A)
	04.00 PM		PDS Review meeting - JR(Coop), DR(PDS), RM(TNCSC), CSRs, TSOs & few salesmen	DSO
	05.00 PM		Coordination meeting regarding desilting of channels & water bodies, Kudimaramath, Watershed works, Checkdam M&R - DRO, PA(G), PA(Agri), DD(Mines), AEE-PWD(WRO), AD(Pt&A) & All Tahsildars	PA(G)
	05.30 PM		Revenue Zonal Officers Meeting - DRO & all DCs	
11.06.2019 Tuesday	10.00 AM	HQ	Review of Social security schemes of DDAWO, Tahsildars (SSS) and LO(SSS) - DDAWO, Tahsildars (SSS), LO(SSS), LDM and PO(MT)	SDC(SSS)
	11.00 AM		Review of e-Governance Project and Computerization of Land Records - DRO, RDO, eDM, BM ELCOT, NIC-DIO, AD(Survey), Tahsildars & HSs	PA(G)
	11.30 AM		Survey review - DRO, RDO, AD(Survey), Tahsildars, eDM & HSs	
	12.00 PM		DRA Meeting - Review of PAs, DRO, RDO, Tahsildars, HAS & HQDTs	
	01.00 PM		Review of Long pending files: All individual files has to be reviewed	
	03.00 PM		Review on Law and Order - SP, DRO, RDO, DSPs, Tahsildars and Police Inspectors	
	04.00 PM		Road Safety Committee Meeting - SP, DRO, RDO, DSPs, RTO, DE(H), DE(NH), EE(RD), Tahsildars, Police Inspectors, BM, TNSTC and other stakeholders	

	04.45 PM		District Level Steering Committee meeting - SP, DRO, PA(G), DFO, Tahsildars, AD Survey, DSP, DE Highways, EE WRO PWD, AC HR&CE, AD Pt, JD Animal Husbandry, Municipal Commissioner, AD TP, EOs Town Panchayats.	
	05.30 PM		Review on Geology and Mining TFC meeting - SP, DRO, RDO, DSPs, Tahsildars and Police Inspectors	DD(Mines)
12.06.2019 Wednesday	10.00 AM	Camp	MCP - Ogalur (East) village in Kunnam Taluk	SDC SSS
	04.00 PM	HQ	LF Audit - High level committee meeting - Concerned officials & Staffs	AD(P&A)
	05.00 PM		Review of performance of Anganwadi centers - DD(Health), DSO, RM(TNCSC), PO(ICDS), AD(P&A), EE(RD), Mun. Engineer, AEE of Town Pts. CDPOs, Supervisors Gr. I & Gr.II, Egg supplier and 6 workers from each Block	PO(ICDS)
	05.30 PM		Review of implementation of Noon Meal Program- PA(NMP), DSO, RM(TNCSC), EE(RD), all AD level officers, Dy.BDOs(NMP), Egg supplier and 6 organizers from each Block.	PA(NMP)
13.06.2019 Thursday	10.00 AM	HQ	Review of civil works taken up under VP, PU and DP General fund and the works taken up through AD(Pts) & PA(NMP)-EE(RD), all ADs, AEEs(RD), BDOs & AE/JEs	PD,DRDA
	11.00 AM		Review of civil works executed by the DRDA - EE(RD), all ADs, AEEs(RD), BDOs & AE/JEs	
	12.00 PM		Review of performance of all Dy.BDOs - Few Village Pt. Secretaries to attend the meeting - All AD level officers to review their respective Dy BDOs.	
	03.30 PM	Camp	Inspection of schemes implemented by TAWDEVA	DD (TAWDEVA)
14.06.2019 Friday	10.30 AM	Camp	School visit	CEO/ AEE(RD)
	02.30 PM	HQ	Civic amenities coordination Meeting -DD(HS), EE(RD), AEE(M), MC, PRO(EB), PHC MOs	DD(H) / PA(D)
	03.00 PM		NCD review - JD(HS), DD(HS), DPO, PHC MOs and NCD Staff nurses, CeMONC Chief	
	03.30 PM		Review of Health Inspectors including TB / Leprosy- JD(HS), DD(HS), DD(TB) DD(leprosy), PHC MOs, NMS(L), BHSs and HIs	
	04.00 PM		PMOAs review -JD(HS), DD(HS), HOD(Ophthal), all ophthalmologists, PHC Mos and PMOAs	
	04.15 PM		Review of District Mental Health Program - JD(HS), DD(HS) and Mental Health Doctor & team	
	04.30 PM		MMU / ASI / regular review including HSC coverage -JD(HS), DD(HS), MMU Mos, and PHC Mos.	
	05.00 PM		TANSACS review - JD(HS), DD(HS), DPM, ART MOs, Counsellors and DAPCU staff	

	05.15 PM		Review of RBSK & dental doctors - DD(HS), CEO and RBSK dental Doctors	
15.06.2019 Saturday		HQ	Office works	

District Collector,
Perambalur.

To

All Officers Concerned.

Note:

- 1 All HODs are requested to convene the meeting of district level mission / committee, general body meeting, etc., regarding the schemes implemented by their department along with their regular monthly review meeting itself with prior permission.*
- 2 The review booklet shall have action taken report of previous review meeting and inspection notes of the District Collector.*
- 3 The DO letters received by Collector regarding a department, special /discuss papers if any shall be reviewed in the same meeting*
- 4 Petitions received through all types of grievance redressal mechanisms like CM Cell, Monday petitions, etc., shall also be reviewed in the same meeting (list of such backlog shall be taken from SDC(SSS) and not the concerned department's list)*