

**TENTATIVE TOUR PROGRAMME OF TMT.MAGESWARI RAVIKUMAR, I.A.S.,  
DISTRICT COLLECTOR, TIRUVALLUR,  
FOR THE PERIOD FROM 01.09.2018 to 30.09.2018**

<b>Date</b>	<b>Time</b>	<b>Programme</b>	<b>Officers to attend</b>
01.09.2018 Saturday	08.00 AM	Inauguration of FMDCP camp at Movur, Poondi Block	RJD(AH)
	10.30 AM	Draft roll publication	PA (Election)
	11.00 AM	Additional Chief Secretary / Commissioner of Revenue Administration Visit	DRO, PA (G),
02.09.2018 Sunday	03.00 PM	SIDCO inspection at Velliyur village	DRO, RDO, Ponneri
03/09/2018 Monday	09.00 AM	Hon'ble Minister function – Upgradation of Adivaragapuram High School, Poonimangadu Hr.Sec.School and building inauguration at Nemili –Tiruthani taluk	CEO /PWD Buildings
	09.30 AM	CM Cell/GDP Petition review (SDC-SSS)	DRO, PA(G) & SDC(SSS) & First level Officers
	11.00 AM	Grievance Day	
	03.00 PM	PDS Review (DSO)	DSO, JR(Co-op), RM(TNCSC) & TSOs
	03.30 PM	Road Safety meeting for Poonamallee	PA(G) & RTO, Poonamallee
	04.30 PM	Kannan Kottai Thervoi Project Review (DRO Kannankottai)	DRO,Spl.DRO, Kannankottai, EE , Spl. Tah., RDO, PNI , Tahsildar, GPD, VAO/VAs
	05.00 PM	MI Weekly Review (JD Agri) & Flagship programmes	JD(Agri), DD(Horti), EE(AE), MD(TRT Coop), RJD(AH), AD(Fisheries)
	05.30 PM	Revenue Department Nodal Officers review-with all Dy.Collectors	PA(General) & Nodal Officers
	06.00 PM	RD Zonal Officers review meeting	PD,DRDA & all Zonal Officers
04/09/2018 Tuesday	10.00 AM	Joint Secretary housing inspection	PD (DRDA)
	02.00 PM	Orientation on rashtriya poshanma maah (National Nutrition month)	PO (ICDS)
	04.00 PM	National Lok Adalat Meeting	PA(G) / MH
	04.30 PM	IAMWARM & Kudimaramathu review meeting	EE, PWD, WRD, Kosasthalayar/Araniyar, JD(Agri), EE(Agri.Engg.), DD(Horticulture), DD(Agri Business), AD(Fisheries), RJD(AH), TNAU
		Enquiry – SARFASI- Reliance Home	MH
		Enquiry – SARFASI-DCB Bank	MH
		Enquiry – SARFASI - Equitas	MH
	05.00 PM	Enquiry – SARFAESI –SBI	MH
		District level Bonded Labour abolition vigilance committee meeting	AC(Labour)

	05.30 PM	Monthly review on CWSS and UGSS schemes under TWAD (EE,TWAD,RWS & Sewerage), All Municipal Commissioners ,All EOs Town panchayats	EE,TWAD,RWS & Sewerage), EE,PWD,WRD, Kosasthalayar, DEE, TNPCB, Tiruvallur, All Municipal Commissioners, All EOs(TP)
05/09/2018 Wednesday	08.30 AM to 8.30 PM	Tsunami mock drill exercise	PA (G) / DM (Tah)
06/09/2018 Thursday	9.00 AM	Tree Plantation in Ammanampakkam Village	Tahsildar, Tiruvallur.
	10.00 AM to 12.00 PM	Municipalities all subjects review meeting	RDMA & Municipal commissioners
	02.00 PM	1 <sup>st</sup> General Body Meeting at R.K.Thirumana Mahal at Tiruttani	JD (Agri) / Agri (business)
	03.00 PM	Field inspection	Tiruttani, Municipality
	04.30 PM	Cursory inspection	Tiruvallur, Municipality
07/09/2018 Friday	09.00 AM	Adivasi Irular Munnetra Sangam at Tannerkulam, Adivasi colony	
	12.30 PM	Discussion	SP, DRO & AD (Mines)
	02.00 PM	Law & Order Review Meeting & Vinayagar Chathurthi Meeting	SP, DRO,PA(G) ,AD(Mines), DSPs, DE(H), PD,NHAI, RTOs, RDOs, Tahsildars
		Sand Co-ordination Meeting	
		Road Safety Meeting	
		Review meeting Integrated Check post with all departments	RTO, Redhills.
	03.00 PM to 04.00 PM	DDMA & Line department meeting	DM (Tah)
	05.00 PM	Formation of interdepartmental meeting	DM (Tah)
	05.30 PM	Dengue and BBBP review meeting	JD(HS), DD(HS),TLR & PME, BMOs, & BHS, AD(Pts), AD(TP), DSWO, DADWO, DCPO, PO,ICDS
06.00 PM	Plastic Eradication Action Plan & Unauthorised lay out regularisation meeting & Waste Expo	PD-DRDA, EE(TWAD), AD(Pt), AD(TP), Zonal Officers & Nodal Officers for Municipalities & Town Pts., Municipal Commissioners & BDOs (VP)/(BP), DEE, TNPCB, Tiruvalur, Ambathur and Gummidipoondi, GM,DIC, Inspector of Factories	
08/09/2018 Saturday	10.00 AM	DISHA Meeting	PD,DRDA
	11.00 AM	Special Grama Sabha meeting	PA (Election) / AD (Panchayat)
	01.00 PM	Direct Benefit Transfer (DBT) - Meeting	MD (Sugar mill), Tiruttant & Vellore
	03.00 PM	Distribution of new vehicles & new Fogging machine released from MPLAD fund	<b>DD (Health)</b>

		Retrofitted petrol scooters to distribute to the Differently abled persons by MPLAD fund	<b>DDRO</b>
09/09/2018 Sunday	<b>10.00 AM</b>	Election Special Camp	<b>PA (Election)</b>
10/09/2018 Monday	09.30 AM	CM Cell/GDP Petition review (SDC-SSS)	DRO, PA(G) & SDC(SSS) & First level Officers
	10.00 AM	Review – Prohibition & Excise meeting ( AC-Excise)	(AC-Excise) & DM(TASMAC), DSP(P&E)
	11.00 AM	Grievance Day	
	01.30 PM	Mock drill programme at Collectorate	Fire Officer
	04.00 PM	PDS Review (DSO)	DSO, JR(Co-op), RM(TNCSC) & TSOs
	04.30 PM	Kannan Kottai Thervoi Project Review (DRO Kannankottai)	DRO, Spl.DRO, Kannankottai, EE , Spl. Tah., RDO, PNI , Tahsildar, GPD, VAO/VAs
	05.00 PM	MI Weekly Review (JD Agri) & Flagship programmes	JD(Agri), DD(Horti), EE(AE), MD(TRT Coop), RJD(AH), AD(Fisheries)
	06.00 PM	Revenue Department Nodal Officers review-with all Dy.Collectors	PA(General) & Nodal Officers
	06.30 PM	RD Zonal Officers review meeting	PD,DRDA & all Zonal Officers
11/09/2018 Tuesday	08.30 AM	Arani – Irular Road	AD (TP), DADWO, DM (Tahdco)
	09.30 AM	Inspection at Ponneri, G.H.	JD (Health)
	11.00 AM	Hon'ble Minister for Environment meeting with industrial entrepreneurs SIPCOT at Gummidipoondi, Hotel Divine Dish	DEE, TNPCB, Gummidipoondi
	03.00 PM	Review with DADWO (All Special Tahsildars-ADW), DBCWO, DM (Tahdco), EE(Tahdco) & DDAWO	All Special Tahsildars-(ADW), DBCWO, DM(Tahdco), EE(Tahdco) & DDAWO
	03.30 PM	Co-ordination meeting with NGOs / Red Cross / Service Organization etc	DM (Tah)
	04.30 PM	Food Safety review meeting	DO (Food safety & Drugs Admn)
	05.00 PM	Court cases Review meeting	PA (G) & Spl.Tahsildar (Refugee) & all dept officers
	05.30 PM	V.C. by Chief Secretary on the activities of Rashtriya Poshan Maah	PD,DRDA,PO(Mathi), JD(HS)/DD(HS), PO,ICDS, DSWO, CEO, AD(TP), DADWO , PRO & Municipal Commissioners
		Monsoon preparedness meeting with line department officials	DM(Tah)
12/09/2018 Wednesday	09.30 AM	Inauguration of TNPSC Group-II free coaching class	District Employment Officer
	10.00 AM	Line Department schemes review meeting	PD, DRDA
	10.30 AM	Review – Pradhan Mantri Awas Yojana(Gramin), Amma Park, Amma Jym	PD, DRDA, EE(RD), APOs and BDOs
	11.00 AM	Access audit for differently abled persons	DDRO
	11.00 AM	Monthly Review of all Developmental Schemes including VSSS, MLACDS, MPLADS etc., and	PD, DRDA, EE(RD),Zonal Officers

		all issues of PA (PD), AD (Audit) & AD (Pts)	and BDOs
	03.30 PM	Meeting with first responders & training of first responders	Sub Collector, Tiruvallur, RDOs, PA (G) & DM (Tah)
	04.30 PM	Theft of Underground Water Meeting (U Sec)	PA (G), Tah, Ponneri & Madavaram, RDO, Ambattur & Ponneri, EE, TNEB, EE,PWD, Underground Water
	05.00 PM	NMP Review meeting	PA(NMP) & Dy.BDOs(NMP)
	06.00 PM	Review of Social Welfare Schemes	DSWO, PO,ICDS, EOs(SW) & CDPOs
13/09/2018 Thursday		Vinayagar Chathurthi – Govt. Holiday	
14/09/2018 Friday	11.00 AM	Flood Preparation meeting at Hon'ble Chief Minister's Chamber at Old Conference Hall	DM(Tah)
	03.00 PM to 04.30 PM	Early warning committee	DM (Tah)
		Search and rescue committee meeting	DM (Tah)
		Relief centre / shelter management committee	DM (Tah)
		District evacuation committee meeting	DM (Tah)
	04.30 PM	Prize distribution to college students for oratorical, poet & essay competition	AD (Tamil development)
	05.00 PM	Dengue and BBBP review meeting	JD(HS), DD(HS),TLR & PME, BMOs, & BHS, AD(Pts), AD(TP), DSWO, DADWO, DCPO, PO,ICDS
	06.00 PM	Plastic Eradication Action Plan & Unauthorised lay out regularisation meeting	PD-DRDA, EE(TWAD), AD(Pt), AD(TP), Zonal Officers & Nodal Officers for Municipalities & Town Pts., Municipal Commissioners.&BDOs (VP)/(BP), DEE, TNPCB, Tiruvalur, Ambathur and Gummidipoondi, GM,DIC, Inspector of Factories
15/09/2018 Saturday	09.00 AM	Mass Cleaning at Master Plan Complex	AD(Pts.), AD(TP), Municipal Commissioner & Tahsildar
	10.00 AM	Surprise inspection	
	10.30 AM	National Highways Authority of India issues relating to Land Acquisition etc - Video Conference conducted by the Deputy Secretary to Government, Highways and Minor Ports (HV1) Dept.	PD (NHAI), DRO (LA),NH-205 & NH4&5, DRO, APA (land)
	04.00 PM to 04.30 PM	Meeting with Private Institutions / Hospitals / Educational Institutions / Oil companies and Mobile services providers for sensitizing on their preparedness	DM (Tah)

16/09/2018 Sunday		Holiday	
17/09/2018 Monday	09.15 AM	Administering Oath against child marriage at R.M.Jain Girls Higher Secondary School, Tiruvallur	DSWO
	09.30 AM	CM Cell/GDP Petition review (SDC-SSS)	DRO, PA(G) & SDC(SSS) & First level Officers
	10.00 AM	Review – Prohibition & Excise meeting ( AC-Excise)	(AC-Excise) & DM(TASMAC), DSP(P&E)
	11.00 AM	Grievance Day	
	04.00 PM	PDS Review (DSO)	DSO, JR(Co-op), RM(TNCSC) & TSOs
	04.30 PM	Kannan Kottai Thervoi Project Review (DRO Kannankottai)	DRO, Spl.DRO, Kannankottai, EE , Spl. Tah., RDO, PNI , Tahsildar, GPD, VAO/VAs
	05.00 PM	MI Weekly Review (JD Agri) & Flagship programmes	JD(Agri), DD(Horti), EE(AE), MD(TRT Coop), RJD(AH), AD(Fisheries)
	06.00 PM	Revenue Department Nodal Officers review- with all Dy.Collectors	PA(General) & Nodal Officers
	06.30 PM	RD Zonal Officers review meeting	PD,DRDA & all Zonal Officers
18/09/2018 Tuesday	10.00 AM	<u>Health Review</u> Reduction of MMR and IMR, Higher Order Birth, Funds earned by the Government Hospitals under CM Health Insurance fund, Patients Welfare society fund, Hospital Infrastructure, Amma Aarokiya Thittam, Muthulakshmi Reddy Maternity Benefits Scheme (JD- Health, DD(HS), Tiruvallur and Poonamallee), BBBP (Beti Bachao Beti Padhao) Scheme.	
	03.00 PM	CRRT & PRAGATI Scheme Water Bodies encroachment follow up meeting (APA-Lands)	
		<b>Highways</b> all works review / Project works review	
		Meeting – Land Acqn. / Alienation / Arbitration	
	04.00 PM	Enquiry – W.P.No.7498/2014 (2470/2018/A2)	AD (Panchayat)
	05.00 PM	Arbitration Enquiry (508/2017/F2)	APA (Land)
19/09/2018 Wednesday	10.00 AM	Surprise inspection	
	03.30 PM	Special Grievance day for Ex-serviceman	AD (Ex-serviceman)
	04.00 PM	Medical Bill Re-imburement - District Level Empowered Committee - Meeting.	PA (Accounts)
	4.30 PM	District level vigilance committee meeting on unorganised labour welfare boards	AC(Labour) / DADWO
	05.00 PM	District Level Vigilance Committee Meeting on Prohibition of employment as Manual	DADWO

		Scavengers & their rehabilitation Act 2013	
20/09/2018 Thursday	10.00 AM	Surprise inspection	
	04.00 PM	Special meeting to monitor progress of battery of tests in Middle & High Schools to identify potential sports champions	CEO, PA to CEO, DEOs, DIPE & DSO
	05.00 PM	Review on TNSRLM & IFAD (PO, MaThi/DIO-IFAD)	PO, MaThi/DIO-IFAD
	05.30 PM	Review with Inspector of Factories	Inspector of Factories, Tiruvallur, Ambathur & Gummidipoondi
	06.00 PM	Flag Day Collection meeting	AD(Ex-Servicemen)
21/09/2018 Friday		Holiday – Moharam Pandigai	
22/09/2018 Saturday	10.00 AM	Tiruvallur District Consumer Protection Organisation Awareness Workshop	DSO
	11.00 AM	Special Grama Saba meeting	PA (Election) / AD (Panchayat)
23/09/2018 Sunday	10.00 AM	Election special camp	PA (Election)
24/09/2018 Monday	09.30 AM	CM Cell/GDP Petition review (SDC-SSS)	DRO, PA(G) & SDC(SSS) & First level Officers
	10.00 AM	Review – Prohibition & Excise meeting	(AC-Excise) & DM(TASMALC), DSP(P&E)
	10.30 AM	Inauguration of Pilot Training on Office Procedure	Cell Officer
	11.00 A.M	Grievance Day	
	02.30 PM	IFHRM (Integrated Finance and Human Resource Management) Sensitisation Conference at PaniMalar Engg. College, Poonamallee	Treasury Officer
	03.00 PM	CM Review meeting – all departments schemes	PA(G)
	04.00 PM	PDS Review (DSO)	DSO, JR(Co-op), RM(TNCSC) & TSOs
	04.30 PM	Kannan Kottai Thervoi Project Review (DRO Kannankottai)	DRO, Spl.DRO, Kannankottai, EE, Spl. Tah., RDO, PNI, Tahsildar, GPD, VAO/VAs
	05.00 PM	PMFBY DLMC meeting	JD(Agri), DRO, DD(Horti), DD(Stat), JR(Co-op), KVK, LDM, NABARD & Cholamandalam
	05.30 PM	MI Weekly Review	JD(Agri), DD(Horti), EE(AE), MD(TRT Coop)
	06.00 PM	Revenue Department Nodal Officers review-with all Dy.Collectors	PA(General) & Nodal Officers
07.00 PM	RD Zonal Officers review meeting	PD, DRDA & all Zonal Officers	
25/09/2018 Tuesday	10.00 AM	Surprise inspection	
	03.00 to 04.00 PM	District Level Vigilance Committee -Meeting	DSO
	04.00 PM	Sugar mill issues (sugarcane payment, illegal diversion, installation check posts)	MD (Sugar mill)
	05.00 PM	Pradhan Mantri Awaas Yojana (Gramin) – Targets for the year 2016-17 to 2018-19 –	PD (DRDA)

		Slow progress in the implementation of scheme - Video Conference conducted by the Additional Chief Secretary to Government, RD & PR Dept.	
26/09/2018 Wednesday	10.00 PM	MCP at Venmanambudur in Tiruvallur Taluk	SDC (SSS)
27/09/2018 Thursday	10.00 AM	<b>District Revenue Administration Meeting</b>	
		Steering Committee on eviction of encroachments (All concerned Officers and RDO's, Tahsildars, APA (Lands) and DRO	DRO,APA(Lands), RDOs, Tahsildars
		School Students Certificates – Review – CEO	CEO
		Land Matters relating to other Departments (TNHB, SCB, TNEB, BSNL etc., - APA (Lands) and DRO	TNHB, SCB, TNEB, BSNL etc., - APA (Lands) & DRO
		Long Pending references relating to Land Matters and CRA [APA(L)-DRO]	DRO & APA(L)
		Other Collections: (L.R.: Loans, RR Act: Lease Rent: ULT –APA (L) – DRO	DRO & APA(L)
		Review on Patta Transfer applications & Survey related issues- AD(S)	AD(Survey)
	03.00 to 04.00 PM	Volunteer consumer organization quarterly meeting	DSO
	04.00 PM	ADW welfare committee meeting for 3 <sup>rd</sup> quarter	DADWO
	04.30 PM	Meeting on PCR Act	DADWO
	04.30 PM	Bankers Meeting (LDM)	LDM & Branch Managers
	04.30 PM	Law & Order Review Meeting	SP, PA(G) , AD(Mines), RDOs ,DSPs, PD,NHAI, DE(H), RTOs, Tahsildars
		Traffic Committee meeting	
		Sand Co-ordination Meeting	
		Task Force Selection Committee meeting-NEEDS	GM-DIC
		Single window clearance committee meeting	
28/09/2018 Friday	10.00 AM	Agricultural Grievance Day	JD(Agri)
	03.00 PM	Village Level Committee meeting	RJD(AH)
	04.30 PM	Agricultural production & Marketing Committee meeting-PA (Agri)	JD(Agri)
	04.30 PM	Dengue and BBBP review meeting	JD(HS), DD(HS),TLR & PME, BMOs, & BHS, DSWO, DADWO, DCPO, PO,ICDS
	05.00 PM	Plastic Eradication Action Plan & Unauthorised lay out regularisation meeting	PD-DRDA, EE(TWAD), AD(Pt), AD(TP), Zonal Officers & Nodal Officers for Municipalities & Town Pts., Municipal Commissioners.&.BDOs (VP)/(BP), DEE, TNPCB, Tiruvalur, Ambathur and Gummidipoondi, GM,DIC, Inspector of Factories

29.09.2018 Saturday		Surprise inspection	
30.09.2018 Sunday		Holiday	



