

**TENTATIVE TOUR PROGRAMME OF TMT.MAGESWARI RAVIKUMAR, I.A.S.,
DISTRICT COLLECTOR, TIRUVALLUR,
FOR THE PERIOD FROM 01.12.2018 to 31.12.2018**

01/12/2018 Saturday	10.00 AM	Training on Office procedures for all Revenue Officials	DRO & PA(Gl.)
02/11/2018 Sunday		Holiday	
03/12/2018 Monday	09.00 AM	Inauguration of new premises of Canara Bank Branch at No.228, Eswaran Kovil street, Vengal	
	09.30 AM	CM Cell/GDP Petition review (SDC-SSS)	DRO, PA(G) & SDC(SSS) & first level Officers
		Collector Special, MLA, MP & Hon'ble Minister Petitions review	PA(G)
		Press Release Review	PRO
	10.00 AM	Review – Prohibition & Excise meeting (AC-Excise)	(AC-Excise) & DM(TASMAC), DSP(P&E)
	11.00 AM	Grievance Day	DRO / SDC(SSS)
	04.00 PM to 04.30 PM	PDS Review (DSO)	DSO, JR(Co-op), RM(TNCSC) & TSOs
	04.30 PM to 05.00 PM	Kannan Kottai Thervoi Project Review (DRO Kannankottai)	DRO, Kannankottai, EE & DRO, Special Tahsildars, RDO,PNI & Tahsildar, GPD
	05.00 PM to 05.30 PM	Weekly Review with GM,DIC & LDM regarding status of PMEGP, NEEDS & UYEGP, Review on PM Programme on MSME,Credit Linkage to SHG, RPL-PMKVY	PO, Mathi, GM,DIC & LDM
	05.30 PM to 06.00 PM	MI Weekly Review (JD Agri)	JD(Agri), DD(Horti), EE(AE), MD(TRT Coop)
	06.00 PM to 06.30 PM	Revenue Department Nodal Officers review-with all Dy.Collectors/Eviction of encroachment in water bodies	PA(G)& Nodal Officers
	06.30 PM to 07.00 PM	RD Zonal Officers review meeting (PD DRDA)	PD(DRDA) & EE(RD) & Zonal Officers
			ODF Review
04/12/2018 Tuesday	10.00 AM	Surprise inspection	
	04.30 PM	Navy Day at Home Function at I.N.I.,- Rajali House, Arakkonam	
05/12/2018 Wednesday	10.00 AM	Observance of World AIDS Day at Collectorate Conference Hall	DPM(AIDS Control)
	01.00 PM	Samabandhi Bojanam in connection with World AIDS Day	DPM(AIDS Control)
	04.00 PM	District Mineral Foundation Trust Meeting	AD(Mines)
	04.30 PM	Appointment – S.E., Chennai Port Trust	AD(Mines)
	05.00 PM	District level Tamil Development Committee meeting	AD(Tamil Development)
	05.30 PM	Review with DIO(IFAD) & AD(Fisheries)&	DIO(IFAD), AD(Fisheries), Chief

		Chief Executive Officer, TDFS	Executive Officer, TDFS
06/12/2018 Thursday	08.00 AM	Dengue source eradication work	
	10.00 AM	Garlanding portrait of Dr Baba Saheb Ambedkar at Collectorate	DADWO
	10.30 AM	Surprise Inspection	
	04.00 PM	Appointment – Mr. Shyam Kalyanasundaram, Business Head, Mahindra Industrial Park Chennai Ltd.	DRO & APA(Lands)
07/12/2018 Friday	09.30 AM	Flag off AIDS Awareness rally on World AIDS Day at Tiruvallur Bus Stand	DPM(AIDS Control)
	10.00 AM	Inauguration of Science Exhibition at Sri Venkateswara Matric Hr.Sec.School	CEO
	11.00 AM	MCP – Kuthambakkam – Poonamallee Taluk	SDC(SSS)
	03.00 PM	“Tea party” hosted on the occasion of Ex-Servicemen Day 2018	AD(Ex-Servicemen)
	04.00 to 04.30 PM	Staff Grievance Redressal meeting	DRO, PA(G),HS(G).
	04.45 PM to 5.00 PM	Land Acquisition / Land Alienation / Land Reforms	DRO & APA(Lands)
	05.30 PM	Dengue and BBBP review meeting	JD(HS), DD(HS),TLR & PME, BMOs, & BHS, DSWO, DADWO, DCPO, PO,ICDS
		UGSS Monthly Review meeting, Municipal Commissioners & EO(TP)s works review meeting	EE, TWAD,RWS, EE,PWD,WRD, Kosasthalayar, EE,TWAD,Sewerage, DEE, TNPCB, Tiruvallur, AD(TP), Municipal Commissioners & EOs(TP)
	05.30 PM to 05.45 PM	Review meeting on Water Conservation Activities (EE, PWD, WRD-Nodal Officer)	PD(DRDA), DRO, JD (Agri), EE(Agri.Engg.), EE, PWD(WRO), Araniyar & Kosasthalaiyar, EE (TWAD) and EE (Ground Water), EE (Metro Water), AC(HR&CE), Municipal Commissioner, Tiruvallur
	05.45 PM to 06.00 PM	Review meeting regarding Regulation of Unauthorised Layout	PD (DRDA), AD(T&CP), AD(Pts), BDO's (Regular)
08/12/2018 Saturday	06.00 AM	Mass cleaning work	
09/12/2018 Sunday		Holiday	
10/12/2018 Monday	09.30 AM	CM Cell/GDP Petition review (SDC-SSS)	DRO, PA(G) & SDC(SSS) & first level Officers
		Collector Special, MLA, MP & Hon'ble Minister Petitions review	PA(G)

		Press cutting Review	PRO
	10.00 AM	Review – Prohibition & Excise meeting (AC-Excise)	(AC-Excise) & DM(TASMAC), DSP(P&E)
	10.00 AM	Flag of Plastic eradication awareness rally at Collectorate	DEE,TNPCB
	11.00 AM	Grievance Day	DRO / SDC(SSS)
	04.00 PM to 04.30 PM	PDS Review (DSO)	DSO, JR(Co-op), RM(TNCSC) & TSOs
	05.00 PM to 05.30 PM	Weekly Review with GM,DIC & LDM regarding status of PMEGP, NEEDS & UYEGP, Review on PM Programme on MSME,Credit Linkage to SHG, RPL-PMKVY	PO, Mathi, GM,DIC & LDM
	06.00 PM	MI Weekly & Agri Flagship review Review (JD Agri)	JD(Agri), DD(Horti), EE(AE), MD(TRT Coop)
	06.30 PM	Revenue Department Nodal Officers review-with all Dy.Collectors/Eviction of encroachment in water bodies	PA(G)& Nodal Officers
	07.00 PM	RD Zonal Officers review meeting (PD DRDA)	PD(DRDA) & EE(RD) & Zonal Officers
		ODF Review	PD,DRDA
11/12/2018 Tuesday	11.00 AM	Co-operative Case Hearing at Collector's Office, Krishnagiri	JR(Co-op)
12/12/2018 Wednesday	10.00 AM	Inauguration of QAC Orientation One day workshop for Doctors at Joint Director(HS) Office	DD(Medical)
	11.00 AM	Surprise inspection	
	04.00 PM	Enquiry – New Gun Licence(1347/2018/M5)	MH
		Enquiry – New Gun Licence(24164/2016/M5)	MH
		Enquiry-Indian Telegraph Act – Erection of Transmitter line(1837/2018/M2)	MH
	04.30 PM	Law & Order Review Meeting	SP, PA(G) , AD(Mines), RDOs ,DSPs, PD,NHAI, DE(H), RTOs, Tahsildars
	05.00 PM	GOBHARDAN meeting	DRO, PD (DRDA), EE(RD), APO (Sanitation), PO(Mathi), JD/DD(Animal Husbandry), AD(Pt), BDO (VP) Tiruvallur, ADSP (Thilai Natarajan), APO (Infra)(Rurban)
		Child Protection Committee meeting	DCPO
	05.30 PM	Food Safety Wing Steering Committee meeting	DO(Food Safety)
13/12/2018 Thursday	08.00 AM	Dengue source eradication work	
	10.00 AM	Co-operative Election case hearing at Collector's office, Kanchipuram	JR(Co-op)
	05.30 PM	DLCC Meeting	JR(ICDP)

14/12/2018 Friday	10.00 AM	Rural Development works Review Meeting 10.00 AM – Line Department Review meeting 11.00 AM – BDOs review meeting (including upkeep of election materials)	PD,DRDA, Line Department Officials, EE(RD), BDOs and Engineers
	04.00 to 04.30 PM	Staff Grievance Redressal meeting	DRO, PA(G),HS(G).
	4.45 PM to 05.00 PM	Land Acquisition / Land Alienation / Land Reforms	DRO
	05.00 PM to 05.30 PM	NHAI works Review meeting	DRO, PD,NHAI, Spl. DRO, Kanchipuram & Tiruvallur
	05.30 PM to 05.45 PM	Review meeting on Water Conservation Activities (EE, PWD, WRD-Nodal Officer)	PD(DRDA), DRO, JD (Agri), EE(Agri.Engg.), EE, PWD(WRO), Araniyar & Kosasthalaiyar, EE (TWAD) and EE (Ground Water), EE (Metro Water), AC(HR&CE), Municipal Commissioner, Tiruvallur
	05.45 PM to 06.00 PM	Review meeting regarding Regulation of Unauthorised Layout	PD (DRDA), AD(T&CP), AD(Pts), BDO's (Regular)
15/12/2018 Saturday	06.00 AM	Mass cleaning work	