

OFFICE OF THE CHIEF ENGINEER  
LOCAL SELF GOVERNMENT DEPARTMENT  
3<sup>RD</sup> FLOOR, REVENUE COMPLEX  
PUBLIC OFFICE COMPOUND,  
THIRUVANANTHAPURAM -33

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No. DB1/90/2009/CE/LSGD

Dated :12.05.2017

From

The Chief Engineer

To

- 1) The Superintending Engineer  
Corporations / North & South Circle.
- 2) The Executive Engineers  
All District Panchayaths / Municipalities

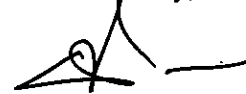
Sir,

Sub:- LSGD - Monthly review meeting of Superintending Engineers & Executive Engineers  
of LSGD Engineering Wing - reg.

Ref:- - Nil -

It is proposed to conduct a review meeting of Superintending Engineers and Executive Engineers of Corporations / Circle offices & District Panchayath/Municipalities at Chief Engineer's Chamber on **23.05.2017 Tuesday at 10.30 AM**. You are requested to attend the meeting in person without fail. The agenda for the meeting along with the details to be submitted (Annexures) are also attached along with this. The details required is to be submitted should be filled online in the Annexures and submit it before 20.05.2017. The Annexures can be accessed from the "Proforma page" of [www.celsgd.com](http://www.celsgd.com) by clicking "Annexure I- Details for meeting on 23.05.2017 & Annexure II- Details for meeting on 23.05.2017" or through the link provided below. The Assistant Executive Engineers of Block Panchayath shall enter the details of Block Panchayath and Grama Panchayath under their jurisdiction. The Superintending Engineers of South / North Circle shall monitor the entries of the Municipality and Executive Engineer of District Panchayath shall enter the details of district panchayath and monitor the entries of the Block Panchayath under their jurisdiction.

Yours faithfully,



Chief Engineer

**Agenda or details to be submitted for monthly  
review meeting on 23.05.2017**

- 1) Plan progress
  - (i) Plan Expenditure details 2016-17 - Annexure - 1
  - (ii) Progress of projects 2017-18- Annexure - 2
- 2) Statement regarding LAC-ADS showing A.S, allotment & progress of works completed / implemented through LSGI during 2015-16, 2016-17
- 3) Status of implementation of Highmast /Mini mast light system under LAC-ADS fund
- 4) Incumbency details of all officers under this jurisdiction
- 5) Name, Designation and Office address of the daily wages employees and casual sweepers
- 6) Reconciled expenditure details 2016-17
- 7) Pending reports to Chief Engineer's office or Superintending Engineer's office
- 8) Vacancy position in LSGIs
- 9) Details of officers in leave / absent for more than 5 days in a stretch in each LSGI
- 10) Details of complaints received / redressed / pending in Public Grievance Portal
- 11) Details of LSGIs supplied bitumen departmentally for the works executed during 2016-17
- 12) Status regarding Fitness Certificates of schools / Anganwadi etc. such as Number of applications received, certificate issued, pending etc.
- 13) Details of water supply projects implemented during 2016-17 and present status of the projects
- 14) Details of court cases in each district
- 15) Details of TS pending in each district for getting soil investigation and structural design.

**Click the below link to access the Proforma**

**ANNEXURE - I**

**ANNEXURE - I Municipalities**

**ANNEXURE - II**

**ANNEXURE - II Municipalities**