

Tentative Tour Programme of **Thiru N.Venkatesh, I.A.S.**, District Collector,
Thoothukudi for the period from 16.05.2018 to 31.05.2018

Date	Time	Places	Purpose	Convenor of the meeting
16.05.2018 Wednesday	10.00 A.M	Kovilpatti	Jamabhandi Programme at Kovilpatti Taluk Office	HS(G)
			Office work	
17.05.2018 Thursday	10.00 A.M	Kovilpatti	Jamabhandi Programme at Kovilpatti Taluk Office	HS(G)
	04.30 P.M	Chamber	Discussion with Officials regarding important Tapals and files	
18.05.2018 Friday	10.00 A.M	Kovilpatti	Jamabhandi Programme at Kovilpatti Taluk Office	HS(G)
	04.30 P.M	Sippikoodam	Vaikasi Visakam festival preliminary Meeting - File No.C2/10326/2018	P.A(G)
	04.45 P.M	Sippikoodam	Private Employment Job mela preliminary Meeting	Employment Officer
	05.00 P.M	Sippikoodam	Gun License Enquiry - File No.C3/4543/2017	(MHS)
	05.15 P.M	Sippikoodam	Enquiry No.X3/8955/2017	AC(Excise)
19.05.2018 Saturday	F.N		Inspections and Govt functions	
	A.N		Office work	
20.05.2018 Sunday			Holiday	
21.05.2018 Monday	10.00 A.M	Sippikoodam	1.Review - Issue of online certificates 2.NPR - BME Progress review	P.A(G)
	10.20 A.M	Sippikoodam	PDS Review	DSO
	10.30 A.M	Sippikoodam	P.A.(G) - Section review	P.A(G)
	11.00 A.M	Sangukoodam	Grievance Day	SDC(SSS)
	12.00 P.M	Sangukoodam	Cash prize awards to ADW School Teachers & H.M for 100% result achievement in respective subjects in 10th public examination held on march 2017.	DADWO
	01.30 P.M	Sangukoodam	GDP, CM Cell Pendency - review	SDC(SSS)
	03.30 P.M	Sippikoodam	Weekly Law and Order meeting	P.A (G)
	03.45 P.M	Sippikoodam	Weekly Road Safety Meeting	P.A (G)
	04.00 P.M	Sippikoodam	District Coordination meeting	PA(G)/ DM Tahsildar
	04.30 P.M	Sippikoodam	Village level sports meeting	District Sport Officer

Date	Time	Places	Purpose	Convenor of the meeting
22.05.2018 Tuesday	10.00 A.M	Kovilpatti	Jamabhandi Programme at Kovilpatti Taluk Office	HS(G)
	04.30 P.M		Discussion with Officials regarding important Tapals and files	
23.05.2018 Wednesday			Inspection - Public Works Department - Building / WRO	
24.05.2018 Thursday			Inspection - Tourism Related Works	
25.05.2018 Friday	10.00 A.M	Sippikoodam	Review meeting on Agri Allied Departments	JD(Agri)/ DD(Horti) /Agri Engg.
	11.00 A.M	Sippikoodam	District Level monitoring committee meeting for supply chain management of fruits and other perishables	JD Agri/ DD (AB)
	03.30 P.M	Sangukoodam	District Project Coordination Committee meeting on Mathi & PVT Schemes	PO (Mathi)
	04.00 P.M	Sangukoodam	District Level Consultative Committee meeting	LDM
	04.30 P.M	Sippikoodam	Desiltation of Tanks Review meeting	EE(WRO)/ AD (Pt)
26.05.2018 Saturday	10.00 A.M	Kovilpatti	Mega Job mela at G.V.Naidu College, Kovilpatti	Employment Officer
			Office work	
27.05.2018 Sunday			Holiday	
28.05.2018 Monday			Vaikasi Visakam - Local Holiday	

Date	Time	Places	Purpose	Convenor of the meeting
29.05.2018 Tuesday	10.30 A.M	Sippikoodam	Hon'ble C.M HIS 108 – review	Dean/ J.D (Health)
	11.00 A.M	Sippikoodam	Family welfare failure cases- audit	DD(F.W)
	12.00 P.M.	Sippikoodam	Infant & Maternal Death Audit - Review meeting	J.D(H) / D.D(H)
	04.30 P.M.	Sippikoodam	All GH MOs- Performance review meeting	J.D(H)
	05.00 P.M	Sippikoodam	Vigilance Committee meeting	ICO
30.05.2018 Wednesday	10.00 A.M	Sippikoodam	Training programme for Line Department regarding Single window	GM DIC
	10.30 A.M	Sippikoodam	Rural Development review meeting	PD DRDA
	11.30 A.M	Sippikoodam	Rural Development Works	(PD DRDA)
	04.30 P.M	Sippikoodam	Inter Department Co-ordination meeting	AD (Pts)
	05.00 P.M	Sippikoodam	TWAD Board review & Co-ordination meeting	TWAD
31.05.2018 Thursday	10.00 A.M	Vallanadu	Government function Veerar Vellaiyathevan birthday ceremony at Vallanadu	PRO

The Officers may kindly stick to the schedule.

- ❖ The Convenor of the meetings shall ensure that meeting notices are sent on time
- ❖ The Convenor of the meeting particulars are obtained and submitted a day before meeting
- ❖ The Convenor shall ensure all concerned Officials are present on time form the meeting.

District Collector,
Thoothukudi