

Tentative Programme of **Thiru N.Venkatesh, I.A.S.**, District Collector, Thoothukudi  
for the period from 16.10.2017 to 31.10.2017

Date	Time	Places	Purpose	Convenor of the meeting
16.10.2017 Monday	10.00 A.M	Sippikoodam	1.Review - Issue of online certificates 2.NPR – BME Progress review	PA (G)
	10.20 A.M	Sippikoodam	PDS Review	DSO
	10.30 A.M	Sippikoodam	P.A.(G) - Section review	PA (G)
	11.00 A.M	Sangukoodam	Grievance Day	SDC (SSS)
	1.30 A.M	Sangukoodam	GDP, CM Cell Pendency – review	SDC (SSS)
	3.30 P.M	Sippikoodam	Weekly Law and Order meeting	PA (G)
	4.00 P.M	Sippikoodam	Weekly Road Safety Meeting	PA (G)
	4.30 P.M	Sippikoodam	Mines Co-ordination meeting	DD (Mines)
	5.00 P.M	Sippikoodam	Desiltation of Tanks Review	EE (WRO)/ AD (Pt)
17.10.2017 Tuesday	F.N		Inspection	
	4.00 P.M	Sippikoodam	Twad Meeting	EE TWAD
	4.30 P.M	Sippikoodam	Health Meeting	JD, DD(H)
18.10.2017 Wednesday			Deepavali – Holiday	
19.10.2017 Thursday	11.00 A.M	Sippikoodam	Dengue and SBM review Meeting	AD (Panch) JD (Health)
	5.00 P.M	Sippikoodam	Prisioner Enquiry C3/13592/17	MH (S)
	5.30 P.M	Sippikoodam	Prisioner Enquiry C3/13598/14	MH (S)
20.10.2017 Friday	10.00 A.M		ITI – Skill Competition	Principal ITI
	11.00 A.M	Sippikoodam	Review Meeting on MGR centenary Celebration	DRO/PA (G), PA (PD)
	5.30 P.M	SippiKoodam	Tiruchendur Town panchayat Meeting	AD (TP)

21.10.2017 Saturday	F.N		Govt Function and Inspection	
	A.N		Office Work	
22.10.2017 Sunday			Holiday	
23.10.2017 Monday	10.00 A.M	Sippikoodam	1.Review - Issue of online certificates 2.NPR - BME Progress review	PA (G)
	10.20 A.M	Sippikoodam	PDS Review	DSO
	10.30 A.M	Sippikoodam	P.A.(G) - Section review	PA (G)
	11.00 A.M	Sangukoodam	Grievance Day	SDC (SSS)
	1.30 A.M	Sangukoodam	GDP, CM Cell Pendency - review	SDC (SSS)
	3.30 P.M	Sippikoodam	Weekly Law and Order meeting	PA (G)
	4.00 P.M	Sippikoodam	Weekly Road Safety Meeting	PA (G)
	4.30 P.M	Sippikoodam	Mines Co-ordination meeting	DD (Mines)
	5.00 P.M	Sippikoodam	Desiltation of Tanks Review	EE (WRO)/ AD (Pt)
24.10.2017 Tuesday	10.00 A.M	Sippikoodam	Dengue Review	J.D(H), D.D(H), A.D(Pt)
	10.30 A.M	Sippikoodam	Health Department Review	J.D(H), D.D(H)
	11.15 A.M	Sippikoodam	District Family Planning Indemnity Sub Committee meeting reg FW failure cases	DD(FW)
	11.30 A.M	Sippikoodam	Infant & Maternal Death Audit - Review	D.D(H)
	4.30 P.M	Sippikoodam	PHC & AYUSH MOs - Performance	J.D(H), D.D(H)
25.10.2017 Wednesday			Local Holiday	
26.10.2017 Thursday	F.N	Muthu Arangam	Agri G.D.P	JD (Agri)
	3.00 P.M	Sippikoodam	SC/ST Certificates review meeting with Anthropologist	DADWO
27.10.2017 Friday	10.00 A.M	Sippikoodam	Rural Development - Establishment Review	PD DRDA
	11.30 A.M	Sippikoodam	Rural Development - Works Review	PD DRDA
	4.30 P.M	Sippikoodam	Line Department Meeting	PD DRDA
	5.30 P.M	Sippikoodam	Tiruchendur Town panchayat Meeting	AD (TP)

28.10.2017 Saturday	F.N		Inspection Govt Function	
	A.N		Office work	
29.10.2017 Sunday			Sunday – Holiday	
30.10.2017 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)
	1.30 A.M	Sangukoodam	GDP, CM Cell Pendency – review	SDC(SSS)
	3.30 P.M	Sippikoodam	Weekly Law and Order meeting	P.A(G)
	4.00 P.M	Sippikoodam	Weekly Road Safety Meeting	P.A(G)
	4.30 P.M	Sippikoodam	Mines Co-ordination meeting	DD(Mines)
	5.00 P.M	Sippikoodam	Desiltation of Tanks Review	EE(WRO)/ AD (Pt)
31.10.2017 Tuesday	F.N	Sippikoodam	D.R.A Meeting	DRO
	5.00 P.M	Sippikoodam	P.D.S Coordination Meeting	DSO

- ❖ The Officers may kindly stick to the schedule.
- ❖ The Convener of the meetings shall ensure that meeting notices are sent on time
- ❖ The Convener of the meeting particulars are obtained and submitted a day before meeting
- ❖ The Convener shall ensure all concerned Officials are present on time form the meeting.

District Collector,  
Thoothukudi.

To  
DIO., NIC., Thoothukudi.