

**Tentative Tour Programme of Thiru.S.A.Raman, I.A.S., Collector,
Vellore District for the Month of Febuary – 2018**

Date	Time	Place	Purpose
01.02.2018 Thursday	10.00 am	--	Inspection
02.02.2018 Friday	10.00 am	--	Inspection
03.02.2018 Saturday	10.00 am	--	Inspection
04.02.2018 Sunday	10.00 am	-	Holiday
05.02.2018 Monday	09.30 am	Headquarters	Law and Order weekly meeting.
			Excise Weekly meeting.
			Mines and Minerals weekly meeting.
			RTOs weekly meeting.
	10.00 am	Headquarters	All Head of the Departments Bi-Weekly meeting.
	10.30 am		Dengue review meeting – DD (HS)
	12.00 pm	Quaide Millath Hall	Grievance Day Programme.
	04.00 pm	Headquarters	RTO Enquiry, Vellore
	04.00 pm		Weekly Civil Supplies Meeting: DRO, DR (CS), DSO, RM-TNCSC & SO Karpagam.
05.00 pm	Agriculture Department Schemes MSDA, PMFBY, PMKSY, Collective Farming Bi-Weekly review meeting – PA (Agri).		
05.30 pm	Fortnightly sand co-ordination meeting – DD Mines		
06.02.2018 Tuesday	10.00 am	--	Inspection.
	04.00 pm	Headquarters	TWAD Board – Execution and maintenance of various Combined Water Supply Schemes and UGSS Schemes Review meeting –PA(PD)
07.02.2018 Wednesday	10.00 am	--	Inspection
	03.00 pm		Tamil Development Department Official Language Training and Conference – AD(Tamil Development).
08.02.2018 Thursday	10.00 am	Quaide Millath Hall	Inauguration of Entrepreneurship - one Day Awareness Camp – DIC, Vellore
	04.00 pm	Headquarters	Bird flu – Prevention Meeting – AD(AH)

09.02.2018 Friday	10.00 am	Headquarters	Interview for Consolidated Computer Operator – AD (TP)
	04.00 pm		District Level Executive Committee Meeting – Agricultural Engineering – JD (Agri)
	05.00 pm		State Action plan of Bonded Labour and District Monitoring Committee Meeting – AC (Labour)
	06.00 pm		Enquiry for appointment of Village Assistant – Sathyawathi, Arcot Taluk – PA(G)
	06.30 pm		SBM (G) IHHL dysfunctional toilets – Zonal Officers and BDOs meeting PD(DRDA).
10.02.2018 Saturday	10.00 am	--	Inspection
11.02.2018 Sunday	10.00 am	--	Holiday.
12.02.2018 Monday	09.30 am	Headquarters	Law and Order weekly meeting.
			Excise Weekly meeting.
			Mines and Minerals weekly meeting.
			RTOs weekly meeting.
	10.00 am		Dengue review meeting – DD (HS)
	12.00 pm	Quaide Millath Hall	Grievance Day Programme.
04.00 pm	Headquarters	Enquiry regarding Transfer of Permit - RTO Vellore	
04.30 pm		Weekly Civil Supplies Meeting: DRO, DR (CS), DSO, RM-TNCSC & SO Karpagam.	
13.02.2018 Tuesday	10.00 am	Headquarters	District Vigilance Committee Meeting BC Certificate genuineness Verification – DBCWO.
	11.00 am	--	Inspection
	05.00 pm	Headquarters	Steering Committee Meeting FSS Act – Food Safety Officer.
14.02.2018 Wednesday	10.00 pm	Headquarters	District Revenue Administration Sub-ordinate Officers monthly performance review meeting – RDO's, Tahsildars and DRS Tahsildars.
	04.00 pm		Law and Order Monthly Meeting
	05.00 pm		Road Safety / Traffic Advisory Committee Monthly Meeting.
	05.30 pm		Steering Committee Monthly Meeting for eviction and Encroachments

15.02.2018 Thursday	10.00 am	--	Inspection
	04.00 pm	Headquarters	District Level Inter department Meeting regarding AIDS Control – DAPCO.
16.02.2018 Friday	10.00 am	Headquarters	Agriculture Production Committee Meeting (Agriculture and Allied Department).
			Crop Insurance Meeting – JR (Co-op) and Agriculture Department.
	11.00 am		Agricultural Farmers Grievance Day Programme – PA (Agri).
	04.00 pm		Review on Flag Ship Scheme – Agri, Horti, Agri-Engg, AH, Marketing, Market Committee, Fisheries.
	04.30 pm		Agricultural Department – Food Grain Mission – 2017-18 Scheme Review Meeting. review – with line Departments.
	05.00 pm		Agri Department and Horticulture Departments review meeting.
	05.30 pm		Effective Implementation of Watershed Management Schemes – District Level Co-ordination Committee Meeting.
06.00 pm	SBM (G) IHHL dysfunctional toilets – Zonal Officers and BDOs meeting PD(DRDA).		
17.02.2018 Saturday	10.00 am	--	Inspection
18.02.2018 Sunday	10.00 am	--	Holiday.
19.02.2018 Monday	09.30 am	Headquarters	Law and Order weekly meeting.
			Excise Weekly meeting.
			Mines and Minerals weekly meeting.
			RTOs weekly meeting.
	10.00 am	All Head of the Departments Bi-Weekly meeting.	
	10.30 am	Dengue review meeting – DD (HS)	
	12.00 pm	Quaide Millath Hall	Grievance Day Programme.
04.00 pm	Headquarters	Weekly Civil Supplies Meeting: DRO, DR (CS), DSO, RM-TNCSC & SO Karpagam.	
05.00 pm		Agriculture Department Schemes MSDA, PMFBY, PMKSY, Collective Farming Bi-Weekly review meeting – PA (Agri).	

20.02.2018 Tuesday	10.00 am	Headquarters	JD Medical National Programme and G.H. Performance Review - JD (Medical).
			NRHM and PHC performance review, Maternal Death Audit and District Health Society Executive committee meeting DD(HS).
	03.00 pm		DSWO Monthly Review meeting.
	04.00 pm		ICDS Review meeting with CDPOs and Supervisors - PO ICDS.
	04.30 pm		TAHDCO monthly progress review Meeting -EE, TAHDCO.
	05.00 pm		Eviction Enquiry regarding Tr.Sadayappan, Ananthalai Village, Walaja Taluk - RDO Ranipet, Tah Walaja
	05.30 pm		Fortnightly sand co-ordination meeting - DD Mines
21.02.2018 Wednesday	10.00 am	Eluppai Thandalam Village, Arakkonam Taluk	Mass Contact Programme at Eluppai Thandalam Village.
	05.00 pm	Headquarters	High Level Committee Meeting - AD (Audit)
22.02.2018 Thursday	10.00 am	Headquarters	Monthly Rural Development Review Meeting: PD(DRDA), PO(MT), EE(RD)s, AEEs, AD(Pt), AD(Audit), PA(PD), PA(NMP), PA(SS), BDO's, AE/UE's.
	03.00 pm		Quarterly Joint Forest Monitoring Committee Meeting (DFO-SF) PA(PD).
23.02.2018 Friday	10.00 am	--	Inspection
	04.00 pm	Headquarters	Mahalir Thittam, DSMS Monthly Review Meeting.
	05.00 pm		Education Dept monthly Progress Review and RTE Review meeting with CEO, IMS, SSA CEO, DEO's, AEEO's, BRCS, ADPC, along with DADWO and DBCWO on scholarship issue to students.
	05.30 pm		SBM (G) IHHL dysfunctional toilets - Zonal Officers and BDOs meeting PD(DRDA).

24.02.2018 Saturday	10.00 am	--	Inspection
25.02.2018 Sunday	10.00 am	--	Holiday.
26.02.2018 Monday	09.30 am	Headquarters	Law and Order weekly meeting.
			Excise Weekly meeting.
			Mines and Minerals weekly meeting.
			RTOs weekly meeting.
	10.00 am		Dengue review meeting – DD (HS)
12.00 pm	Quaide Millath Hall	Grievance Day Programme.	
04.00 pm	Headquarters	Weekly Civil Supplies Meeting: DRO, DR (CS), DSO, RM-TNCSC & SO Karpagam.	
27.02.2018 Tuesday	10.00 am	Quaide Millath Hall	NEEDS committee meeting– GM DIC.
	04.00 pm	Headquarters	Anti Corruption & Vigilance Monitoring Committee meeting– ICO.
	04.30 pm		District Level Bankers Coordination monthly review meeting – LDM.
28.02.2018 Wednesday	10.00 am	Headquarters	20 Point Programme Meeting / PWD Meeting with DRO, EE (WRD), EE (Bldgs.), EE TWAD Board, EE TWAD UGSS, D.E. NH, State Highways, Project, NABARD and Rural Roads, including CEO, CEO (SSA)
			Plan Review.
	11.00 am		GM, DIC Single Window Meeting.
			Review meeting of MPLAD & MLACDs Works with all Line departments. (PD-DRDA).
			AD Town Panchayat Review meeting.
	12.00 pm		RDMA, Municipal Commissioners, Vellore Corporation Commissioner, ME Review meeting.
12.30 pm			
04.00 pm	--	Inspection.	

Note:- The Officers should submit the meeting files on the previous working day itself without fail.

**Sd/-S.A.Raman,
Collector,
Vellore District.**

/By Order/

Huzur Sharistadar (G)

To,
The Concerned Departments.
Vellore District.