

**Ranajit Shil**

CHAIRMAN, Borough – XV  
Councillor, Ward No. – 133  
The Kolkata Municipal Corporation



**Office :**  
E/3, Circular Garden Reach Road  
Kolkata – 700 024  
☎ : (033)2469-0471

**Ward Office :**  
O-38, Fathepur 2nd Lane,  
Garden Reach, Kolkata-700 024  
☎ : (033)2469-2889

Ref. No. ....

Date : .....

It is essential that all necessary steps to be taken to implement Section 4 and Section 6 of COTPA. Ensure that the display of specified signage under COTPA is must, even if you don't come across any visible violation in your jurisdiction. Eliminating the violations, complying with the law and making a public place- a **"Smokefree Public Place" or "Tobacco Free Educational Institute"** is a specific responsibility of the concerned Head/In-charge of the public place or educational institution.

It is further to be notified that Executive Engineer and Health Officer of the Borough would be the designated officials for making the Borough smoke-free. However, Executive Engineer and Borough Health Officer have been entrusted to report violations and to take necessary actions against the same. Fortnightly raids by the designated Officials may be made in this regard.

Status of the action may kindly be shared with this Borough authority. We would be happy to extend any technical support, which you may need.

Let's make our Borough a healthy place for our new generation.

**R. Shil**  
Chairman 22/09/16

Borough XV, KMC

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