



GOVERNMENT OF WEST BENGAL

DEPARTMENT of PERSONNEL and ADMINISTRATIVE REFORMS & e-GOVERNANCE,
(COMMON CADRE WING)

STATE SECRETARIAT, NABANNA, 7th Floor,
325, Sarat Chatterjee Road, HOWRAH-711 102
(Email id: paregov.ccw@gmail.com)

ORDER

No. 100-PAR(CCW)/Estt.
V-3/12 (Pt - 3)

Dated:30.08.2018

The following three (3) Upper Division Assistants, borne under Secretariat Common Cadre of Upper Division Assistants and who are now posted in the Departments / Offices mentioned against their names, are hereby appointed in the interest of public service to officiate in the post of **Head Assistants**/equivalent posts under the pay structure of Pay Band-3 (Rs. 7,100/- - Rs. 37,600/-) (Minimum pay Rs. 11,720) with Grade Pay- Rs. 4,220/- plus allowances as admissible from time to time under the orders of the Government in the Departments / Offices as mentioned against the name of each of them in column-4 with effect from the date noted against each in column-3, until further order(s):

Sl. No.	Names and Departments of the Upper Division Assistants	Date of Effect	Department(s) / Office(s) where services are placed
1	2	3	4
1.	Sk. Adar Ali, Finance	28.08.2018	Co-operation
2.	Shri Kamal Saha, Urban Dev. & Municipal Aff.	28.08.2018	Sundarban Affairs
3.	Shri Amit Kr. Ghosh, Gov. Sectt.	28.08.2018	Urban Development & Municipal Affairs (erstwhile Urban Development)

2. Their seniority in the Secretariat Common Cadre of Head Assistants will be fixed accordingly.

Sd/- D. Chowdhury
Special Secretary to the
Government of West Bengal

No.100/1(14)-PAR(CCW)/Estt.

Dated: 30.08.2018

Copy forwarded for information and necessary/appropriate action/record to:

1. The Accountant General (A & E), West Bengal, Treasury Buildings, Kolkata-700 001;
2. The Pay and Accounts Officer, Kolkata Pay and Accounts Office-I, 81/2/2, Phears Lane, Kolkata-700012;
3. The Pay and Accounts Officer, Kolkata Pay and Accounts Office-II, P-1, Hyde Lane, Kolkata-700073;
4. The Pay and Accounts Officer, Kolkata Pay and Accounts Office-III, SUBHANNA, SGO Complex, 5th & 6th Floor, Plot No. 9, Block - DF, Sector-I, Bidhannagar, Kolkata-700064;
5. The Additional Secretary/Special Secretary, P and AR & e-Governance Department., General Cell/Training Cell;

6. The Joint/Deputy/Assistant Secretary, _____ Department. It is obligatory to release the employee(s) concerned within 10 working days from the date of issue of this order;
7. The Joint/Deputy/Assistant Secretary, _____ Department;
8. The Drawing and Disbursing Officer, _____ Department; with request to issue L.P.C. in respect of the employee(s) concerned;
9. Shri/Smt. _____, UDA, _____ - Department - he/she is directed to join his/her new assignment within 10 working days positively from the date of issue of this order;
10. The Chairman/Secretary, Bengal Secretariat Co-operative Society Limited;
11. The Promotion & Gradation list cell;
12. HRMS Tagging/Untagging Cell;
13. The IT Cell of this Department;
14. Guard File.



Deputy Secretary