



# GOVERNMENT OF WEST BENGAL

Department of Personnel and Administrative Reforms & e-Governance,  
(COMMON CADRE WING)

**STATE SECRETARIAT, NABANNA, 7<sup>th</sup> Floor,**  
**325, Sarat Chatterjee Road, HOWRAH-711 102**  
(Email id: [paregov.ccw@gmail.com](mailto:paregov.ccw@gmail.com))

**No. 115 -PAR(CCW)/Estt.**

3P- 01/17

**Dated: 05.10.2018.**

## **ORDER**

The following 2 (Two) Supervisory Grade Typists, borne under the Secretariat Common Cadre of Supervisory Grade Typists and who are now posted in the Department / Office mentioned against their names, are hereby appointed to officiate in the post of Senior Supervisory Grade Typists under the pay structure of Pay Band-4 (Rs. 9,000/- Rs. 40,500/-), with Grade Pay-Rs. 4,400/- plus allowances as admissible from time to time under the orders of the Government in the Department / Office as mentioned against their names in column-4 with effect from the date noted against their name in column-3 and until further order(s):-

Sl. No.	Name and Department of the Supervisory Grade Typist	Date of Effect	Department / Office where services are placed
1	2	3	4
*1.	Shri Anup Kumar Manna Labour ( Date of Retirement : 28.02.2019)	01.10.2018	Panchayats & Rural Development
2.	Shri Ashim Kumar Kat Law	01.10.2018	Agriculture

2. Their seniority in the Secretariat Common Cadre of Senior Supervisory Grade Typists will be fixed accordingly.
3. This order issues in the interest of public service.

\*The incumbent will retire within one year and is likely to be reverted to the parent Department when a vacancy will be available there.

Sd/- ( C.S. Tewary)  
Deputy Secretary  
to the Government of West Bengal

**No. 115/1(13) -PAR(CCW)/Estt.**

**Dated: 05.10.2018.**

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

1. The Accountant General (A & E), 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, 5<sup>th</sup> & 6<sup>th</sup> Floor, Plot No.9, Block- DF, Sector -I, Bidhannagar, Kolkata-700064;
5. The Joint/Deputy/Assistant Secretary, \_\_\_\_\_ Department with request to release the employee concerned within 10 working days from the date of issue of this order.
6. The Joint/Deputy/Assistant Secretary, \_\_\_\_\_ Department.
7. The D. D. O., \_\_\_\_\_ Department; with request to issue L.P.C. in respect of the employee concerned.
8. The Sr. P.S. to the Pr. Secy. of this Department.
9. Shri \_\_\_\_\_, Supervisory Grade Typist, \_\_\_\_\_ Department; he is directed to join his new assignment within 10 working days from the date of issue of this order.
10. The Chairman/Secretary, Bengal Secretariat Co-operative Society Limited;
11. The Promotion & Gradation List cell, CC Wing, P and AR & e-G Department.
12. HRMS Tagging/ Untagging Cell.
12. The IT Cell of this Department.
13. Guard File.

Deputy Secretary  
to the Government of West Bengal

Subha  
15.10.2018