



Government of West Bengal
Department of Personnel and Administrative Reforms
Common Cadre Wing
State Secretariat, Nabanna, 7th Floor,
325, Sarat Chatterjee Road,
Howrah-711102
(Email id: paregov.ccw@gmail.com)

No. 02-PAR(CCW)/Estt.
3P- 02/17

Dated:06.01.2021.

ORDER

The following 2(two) Grade-I Typists, borne under the Secretariat Common Cadre of Grade-I Typists 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 **Supervisory Grade Typist** under the pay structure of ROPA,2019 in the level10 (32,100 - 82,900) plus allowances as admissible from time to time under the orders of the Government in the Department / Office as mentioned against his/her name in column-4 with effect from the date noted against his/her name in column-3 and until further order(s):-

Sl. No.	Name and Department of the Grade-I Typist	Date of Effect	Department / Office where services are placed
1	2	3	4
1.	Smt. Champa Saha (Dutta) Land and Land Reforms & Refugee Relief & Rehabilitation	01.12.2020	Higher Education
2.	Shri Subir Kumar Hazra, Health & Family Welfare	01.12.2020	Industry, Commerce & Enterprises

Their seniority in the Secretariat Common Cadre of Supervisory Grade Typists will be fixed accordingly.

Sd/-
(Trinanjana Chakraborty)
OSD&EO. Additional Secretary
to the Government of West Bengal

Dated: 06.01.2021.

No. 02/1(12) -PAR(CCW)/Estt.

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

1. The Pr. 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, 5th & 6th Floor, Plot No.9, Block-DF, Sector -I, Bidhannagar, Kolkata-700064;
5. The Joint/Deputy/Assistant Secretary, _____ Department. He is requested to release the employee(s) 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 a request to issue LPC in respect of the employee(s) Concerned.
8. Shri /Smt. _____, Grade -I Typist, _____ Department; he/she is directed to join his/her new assignment within 10 working days from the date of issue of this order.
9. The Chairman/Secretary, Bengal Secretariat Co-operative Society Limited;
10. The Promotion & Gradation List cell, CC Wing, P and AR Department.
11. The IT Cell of this Department.
12. Guard File.


Deputy Secretary
to the Government of West Bengal