



GOVERNMENT OF WEST BENGAL
Department of Personnel and Administrative Reforms
(COMMON CADRE WING)

STATE SECRETARIAT, NABANNA, 7th Floor,
325, Sarat Chatterjee Road, HOWRAH-711 102

No. 105 - PAR(CCW)/Estt.
3P-01/2025

Date : 24.04.2025.

ORDER

The following 5 (five) Head Assistants, borne under Secretariat Common Cadre of Head 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 **Section Officers/** equivalent posts, under the pay structure of W.B.S.(ROPA) Rules,2019 in the Level 12B (44800-115700) plus allowances as admissible from time to time under the order 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, and until further order(s) :-

Sl. No.	Names and Departments of the Head Assistants	Date of Effect	Departments / Offices where services are placed
1	2	3	4
1.	Shri Sanjoy Chakraborty Minority Affairs & Madrasah Education	05.04.2025	Home & Hill Affairs
2.	Shri Anilava Pattanayak Animal Resources Development	05.04.2025	Animal Resources Development
3.	Jawed Nehal Labour	08.04.2024	Judicial
4.	Smt. Rumi Mitra Labour	09.04.2025	Personnel & Administrative Reforms
5.	Shri Swarup Adhikary Finance	22.04.2025	Sundarban Affairs

Their seniority in the Secretariat Common Cadre of Section Officers will be fixed accordingly.

Sd/-


OSD & E.O. Assistant Secretary
to the Government of West Bengal

Date: 24.04.2025.

No. 105/1(13) -PAR(CCW)/Estt.

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

1. The Principal Accountant General (A&E), West Bengal, Treasury Buildings, Kolkata-700001.
2. The Pay and Accounts Officer, Kolkata Pay and Accounts Office-I, Old Khadya Bhawan, 3rd Floor (East Side), 11A, Mirza Ghalib Street, Kolkata-700087.
3. The Pay and Accounts Officer, Kolkata Pay and Accounts Office-II, Old Khadya Bhawan, 2nd & 3rd Floor (West Side), 11A, Mirza Ghalib Street, Kolkata-700087.
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 /Dy./Assistant Secretary, _____ Department. He /She is requested to release the employee(s) concerned within 10 working days from the date of issue of this order.
6. The Joint Secretary / Dy. Secretary/Assistant Secretary, _____ Department.
7. The D.D.O., _____ Deptt., with request to issue LPC in respect of the employee(s) concerned.
8. General Cell / Training Cell, P&AR Department.
9. Shri/ Smt. _____, Head Assistant _____ Department. He/she is directed to join his/her 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, P and A.R. Department, C.C. Wing.
12. The IT Cell of this Department.
13. Guard File.


OSD & E.O. Assistant Secretary
to the Government of West Bengal