

F.R. Form No.-3

CERTIFICATE OF TRANSFER OF CHARGE

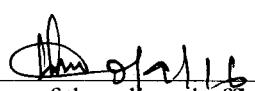
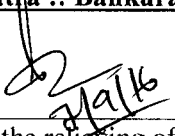
(See rule 61 of West Bengal Financial Rules, Volume-I)

Memo No. 3037/Estt.

Dated :- 07/09/2016

To
The Principal Accountant General (A&E), West Bengal
Treasury Building, Kolkata-700001

With reference to the rule 61 of West Bengal Financial Rules, Volume-I, we the undersigned have to report that we have this day 7th September, 2016 in the forenoon respectively delivered over and received charge as **Sub-Divisional Magistrate & Sub-Divisional Officer, Khatra, Bankura.**

<p>Occasion :- In terms of Notification No. 1162-PAR(WBCS)/1D-220/16 dtd. 30th August, 2016 of the Personnel & Administrative Reforms Department, Govt. of West Bengal, Shri Tanay Deb Sarkar, WBCS(Exe.) joined on 07/09/2016 (F.N.) as Sub-Divisional Magistrate & Sub-Divisional Officer, Khatra.</p>	<p style="text-align: center;"> Signature of the relieved officer SHRI HARIHAR BALA, WBCS(Exe.) Sub-Divisional Officer (in-charge) <u>Khatra :: Bankura</u></p> <p style="text-align: center;"> Signature of the relieving officer SHRI TANAY DEB SARKAR, WBCS(Exe.) Sub-Divisional Magistrate & Sub-Divisional Officer <u>Khatra :: Bankura</u></p>
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- NOTE :-**
- 1) The occasion of the transfer of the charge should be stated briefly quoting the Govt. Order or Notification, if already issued.
 - 2) When Signature of one of the officers is delivering or receiving an additional charge, the word's "Additional" or "Formal" when the transfer of charge is technical should be noted against the signature of that officer.
 - 3) If the Relieving Officer is joining a new station on return from leave the place at which order of appointment was received should be stated as otherwise the place of posting will be taken as the place of receiving order. The place at which the order of appointment was received.


(Signature of Relieving Officer)

With reference of Rule 62(2) of West Bengal Financial Rules Volume-I (the Relieving Officer) certify that I have examined the Accounts counted the cash inspected the Stores Weighed & measured certain selected articles in order to test the accuracy of the returns and that no discrepancy of default has been found.

I also certify that the state of record is Satisfactory.

Signature of the Relieving Officer :-
Name of the Relieving Officer :-
Designation :-


TANAY DEB SARKAR, WBCS(Exe.)
Sub-Divisional Officer, Khatra

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Copy forwarded for information & necessary action to :-

1. The Additional Chief Secretary to the Governor, West Bengal.
2. The Principal Secretary to the Chief Minister, West Bengal.
3. The Commissioner, Burdwan Division, P.O.- Chinsurah, Hooghly.
4. The Commissioner, Presidency Division, 11A, N.S. Road, Kolkata-700001.
- ✓ 5. The Joint Secretary to the Govt. of West Bengal, P&AR Deptt. (IT, Cell), Nabanna, Howrah-711102.
6. The Assistant Secretary, Service Records & Accounts Cell, Block-IV, 2nd Floor, P&AR Deptt., Writers' Buildings, Kolkata-700001.
7. The District Election Officer, Kolkata(North), Jessop Building (2nd floor), 63, Netaji Subhas Road, Kolkata-700001.
8. The District Magistrate, Bankura.
9. Sri Tanay Deb Sarkar, WBCS(Exe.), SDO, Khatra.-
10. Sri Harihar Bala, WBCS(Exe.), DM&DC, Khatra.
11. The Treasury Officer, Khatra.
12. Personal file of Sri Tanay Deb Sarkar.
13. Personal file of Sri Harihar Bala.
14. Office copy.



Sub-Divisional Officer
Khatra :: Bankura