

Government of West Bengal
Mass Education Extension & Library Services Department
Bikash Bhaban (5th. Floor), Saltlake, Kolkata-700091

No. 345 -MEE/Estab/Sectt
EM/O/1S'-18/13

Dated, Kolkata the 13th July, 2016

NOTIFICATION

Sri Manish Jain, I.A.S. (WB:1994), has taken the charge of the Secretary, Mass Education Extension & Library Services on 24.06.2016 (forenoon) in terms of Personnel & Administrative Reforms Department (IAS Cell), Govt. of West Bengal's Notification No. 972-PAR(IAS)/7P-49/2011, dated 17.06.2016 read with this Department No. 315-MEE/Sectt/Estt, dated 28.06.16.

All Official, Demi-Official and other correspondences seeking his personal attention may kindly be addressed as under:

Manish Jain, IAS
Secretary to the
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Mass Education Extension &
Library Services Department
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**Sd/
Deputy Secretary.**

No. 345/1(16)-MEE/Estab/Sectt

Dated, Kolkata the 13th July, 2016

Copy forwarded for information and necessary action to:

1. The Additional Chief Secretary to the Governor
2. The Principal Secretary to the Chief Minister
3. The Principal Accountant General A&E/ Accountant General (Audit-I), W.B.
4. The Principal Secretary/Special Secretary/Joint Secretary/OSD & EO Deputy Secretary/Deputy Secretary-IAS Cell/WBCS Cell/Vigilance Cell/A.R. Cell/Training Cell/Establishment Cell/Pension Cell/Service Records &Accounts Cell of P & A R Deptt.
5. The OSD & Ex-officio Under Secretary, Home Deptt.
6. The ACR Section, IAS Cell/Pay Fixation Wing, IAS Cell
7. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-III, IB Market, 1st floor, Sector-III, Salt Lake, Kolkata-700 106
8. The Service Division, DOP & T (AIS-III Section). Govt. of India, New Delhi
9. The Research Officer, Career Management Divn., Room No. 215, DOP & T, North Block, New Delhi
10. The Sr. PS to the Chief Secretary to the Govt. of West Bengal
11. The P.A. to the Additional Chief Secretary, Home Deptt.
12. The Sr. PS to Principal Secretary, P & A R Deptt.
13. The IT Cell, P & AR Deptt with request to upload on the Departmental website
14. The P.A. to the Secretary, M.E.E. & L.S. Deptt.
14. The P.A. to the