



Government of West Bengal  
Directorate of Food Processing Industries  
Mayukh : Salt Lake : Bidhannagar : Kolkata - 700 091

Date - 7.02.2013

Memo no. 67/FPI

Sub : Charge handover report

Mr. Akhtar Karim, IAS, has handed over the charge of Director, Directorate of Food Processing Industries to Sri Asis Kumar Ghosh, IAS (WB :1997) on this day the 7<sup>th</sup> February, 2013, in the forenoon at the office of the Directorate of Food Processing Industries, Maykh (Top floor), Bidhannagar, Salt Lake, Kolkata - 700 091, vide order no. 212- PAR (IAS) / 7P- 137- 2011dt. 22.01.2013 of Personnel and Administrative Reforms Department, IAS Cell, Government of West Bengal.

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Director

Directorate of Food Processing Industries

Date - 7.02.2013

Memo no. 67/1(17)/FPI

Copy forwarded for information to :

1. The Secretary to the Govt. of W. B, P&AR Deptt., IAS Cell Writers' Buildg., Kol- 700 001
2. The Pr. Secretary, Labour Deptt., Writers' Buildg., Kol- 700 001
3. The Secretary to the Governor, Govt. of West Bengal, Kol- 700 001
4. The Secretary to the Chief Minister, Writers' Buildg., Kol- 700 001
5. The Pr. Secretary, DFPI&H, Mayukh (Top Floor), Bidhannagar, Salt Lake, Kolkata - 700 091.
6. The Secretary, DFPI&H, Mayukh (Top Floor), Bidhannagar, Salt Lake, Kolkata - 700 091.
7. The Principal Accountant (A&E), West Bengal, /Accountant General (Audit-I), West Bengal, 8, K.S. Roy Road, G.I. Press Buidling, Kolkata - 700 001.
8. The Special Secretary/ Joint Secretary/ O.S.D & E.O. Dy. Secy./ Dy. Secy., IAS Cell/ WBCS Cell/ Vigilance Cell/ AR Cell/ Training Cell/ Establishment Cell/ Pension and G.I. Cell/ Service Record and Account Cell, E.& AR Deptt., Writers' Bldg., Kolkata - 700 001.
9. The O.S.D & Ex-Officio under Secretary, Home Department, Writers' Bldg., Kolkata - 700 001.
10. The Pay & Accounts Officer (I&II), Kolkata Pay & Accounts Office, 81/2/2 Phears Lane, Kolkata;
11. The A.C.R. Section, I.A.S. Cell / Pay-fixation Wing, IAS Cell / Sh. A.K. Nandy, U.D.A., IAS Cell
12. The Services Division, DOP&T [AIS-III Section], Govt. of India, New Delhi;
13. The Research Officer, Career Management Divn., Room No. 215, DOP&T, North Block, New Delhi;
14. The Sr. P.S. to Chief Secretary;
15. The P.A. to Additional Chief Secretary, Home Department;
16. The Sr. P.S. to Secretary, P. & A.R. Department;
- ✓ 17. IT Cell of the P&AR Department for uploading it in the Website of P&AR

*7/2/13*  
Assistant Director

Directorate of Food Processing Industries

West Bengal Form No.2403

To  
The Accountant General, West Bengal

With reference in rule 61 of the West Bengal Financial Rules, Vol.I, we, the undersigned, have to report that we have this 7/2 day of Feb. 2013 at 11-50 am O'clock in the fore-noon respectively delivered over and received charge of the office of the Directorate of Food Processing Industries In the Kolkata District.

Signature of the Relieved Officer [Signature] 7/02/13  
(Name in block letters) MR. AKHTAR KARIM (IAS)  
Service/Designation Director of F.P.I.

Signature of the Relieving Officer [Signature]  
(Name in block letters) SRI. ASISH KUMAR GHOSH (IAS)  
Service/Designation Secy. Dept. F.P.I. and Director of F.P.I.

Note: 1. The occasion of the transfer of charge should be stated briefly in the margin quoting the Government order or notification if already issued.

Note : 2. When signature of one of the Officer is for delivering or receiving in additional charge, the word "Additional" or "Formal", when the transfer of charge is technical, should be noted against the signature of that officer.

Note : 3. If the relieving officer is joining a new station on return from leave on average pay of not more than four months or earned leave of not more than 90 days, the place at which the order of appointment was received should be stated as otherwise the place of posting will be taken as the place of relieving order.

The place at which the order of appointment was received \_\_\_\_\_

[Signature]  
Signature of the Relieving Officer  
**Director of Food Processing  
Industries, West Bengal**

And with reference to rule 88(7) of the West Bengal Financial Rules, Volume I, I (the Relieving Officer) acknowledge to have received \_\_\_\_\_ ₹ \_\_\_\_\_ Rs \_\_\_\_\_ ₹ \_\_\_\_\_ (Rupees \_\_\_\_\_ ₹ \_\_\_\_\_) of the Permanent Advance, and that the full amount of such advance is due from and to be accounted for by me.

And with reference to rule 62(2) of the West Bengal Financial Rules, Vol.I, I (the Relieving Officer) certify that I have examined the accounts, counted the cash, inspected the stores, counted, weighed and measured certain selected articles in order to test the accuracy of the returns and that no discrepancy or defect has been found except NIL  
I also certify that the state of records is Correct  
Kolkata District.

Relieving Officer's Signature \_\_\_\_\_



Designation \_\_\_\_\_

**Director of Food Processing  
Industries, West Bengal**