


West Bengal Form No. - 2403
F.R. FORM NO.-3
CERTIFICATE OF TRANSFER OF CHARGE
(See Rule 61 of West Bengal Financial Rule, Vol.I)

With reference to Rule 61 of West Bengal Financial Rules Volume-I, we the undersigned have to report that, we have this day the 20th day of July, 2016 in the afternoon respectively delivered over and received charges as Sub-Divisional Officer in the office of the Sub-Divisional Officer, Kalna in the District of Burdwan.

Signature of the Relieved Officer
(Name in Block letters)
Service Designation.

 20/7/16
(SHRI SUBHASIS BEJ) W.B.C.S (Exe.)
Sub-Divisional Officer, Kalna.

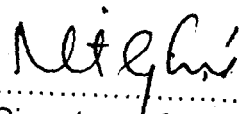
Signature of the Relieving Officer
(Name in Block letters)
Service Designation.

 20/7/16
(SHRI NITIN SINGHANIA) I.A.S.
Sub-Divisional Officer, Kalna.

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.

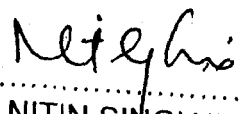
3. If the Relieving Officer is joining a new station on return from leave the place at which order of appointment was received should be stated as otherwise the place of posting will be taken as the place of receiving order. The place at which the order of appointment was received.

 20/7/16
(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 Respectedly Weighed & measured certain selected articles in order to test the accuracy of the returns and that not a discrepancy or 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

 20/7/16
(SHRI NITIN SINGHANIA) I.A.S.
Sub-Divisional Officer, Kalna.

The occasion of transfer of charge arose due to the relieved officer's transfer to the post of PD, DRDC, Burdwan in terms of P&AR Department's Notification No.906-PAR (WBCS)/1D - 178/16 Dated 11.07.2016 and the relieving officer joining in terms of PAR Department's Notification No. No. 1021-PAR(IAS)/7P-42 Dt. 24.06.2016 and released order No. - 1169-PAR (IAS)/7P - 42/14(pt) Dated 13.07.2016

Memo No: 227 (18)/Estt. Dated, the Kalna 20th July, 2016.

Copy forwarded for information and taking necessary action to:

1. The Principal Accountant General (A & E) West Bengal, Treasury Buildings, Kolkata-1.
2. The Addl. Chief Secretary to the Government of West Bengal, Raj Bhavan, Kolkata - 700001.
3. The Principal Secretary to the Chief Minister, Govt. of West Bengal, Nabanna, Howrah - 711102.
4. The Principal Secretary to the Govt. of West Bengal, P & RD Department.
5. The Principal Secretary to the Govt. of West Bengal, Land and Land Reforms Department, Nabanna, Howrah - 711102.
- ✓ 6. The Dy. Secretary to the Govt. of West Bengal, P & AR department, IT Cell, Nabanna, Howrah - 711102.
7. The Asstt. Secretary, Home (PAR) Deptt. Service Records & Accounts Cell, 2nd Floor, Block-IV, Writers' Buildings, Kolkata-700001.
8. The Divisional Commissioner, Burdwan Division, Chinsurah, Hooghly.
9. The District Magistrate, Burdwan.
10. The Service Division, DoP&T, (AIS-III Section), Govt. of India.
11. The Treasury Officer, Kalna.
12. The Officer-in-charge, Establishment Section, Kalna.
13. The Nezarath Deputy Collector, Kalna.
14. Shri Nitin Singhania, I.A.S., Sub-Divisional Officer, Kalna.
15. Shri Subhasis Bej, WBCS (Exe.), Sub-Divisional Officer, Kalna.
16. Sr. P.S. to Chief Secretary, Govt. of West Bengal, Nabanna, Howrah - 711102.
17. Sr. P.S. to Principal Secretary, Govt. of West Bengal, P. & A.R. Deptt. Nabanna, Howrah - 711102.
18. P.S. to OSD & Ex-Officio Jt. Secretary, Govt. of West Bengal, P. & A.R. Deptt. WBCS Cell, Nabanna, Howrah - 711102.

Nitish 20/7/16
Sub-Divisional Officer,
Kalna: -: Burdwan