



GOVERNMENT OF WEST BENGAL
Department of Personnel and Administrative Reforms
Common Cadre Wing, STATE SECRETARIAT
NABANNA, 7th Floor, Room No. 703
325, Sarat Chatterjee Road, Howrah-711 102

No. : 250 -PAR(CCW)/Estt.
T-2/11 (Pt-I)

Date : 03.09.2024

ORDER

The following Head Assistants, borne in the Secretariat Common Cadre of Head Assistants, and at present posted as such in the Department as mentioned in Column No. 3, are hereby transferred to the Department/Office mentioned in Column No. 4, in the interest of public services, with immediate effect and until further orders.

Sl. No.	Name of the Head Assistants	Present Department	Departments/Offices where transferred to
1	2	3	4
1.	Smt. Arpita Singha	Urban Development & Municipal Affairs	Transport
2.	Shri Sudhangshu Basak	Transport	Urban Development & Municipal Affairs

Sd/-

O.S.D. & E.O. Assistant Secretary
to the Govt. of West Bengal

No. : **250/1(13)-PAR(CCW)/Estt.**

Date : **03.09.2024**

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 Bhavan, 11A, Mirza Ghalib Street, Kolkata-87;
3. The Pay and Accounts Officer, Kolkata Pay and Accounts Office-II, Old Khadya Bhavan, 11A, Mirza Ghalib Street, Kolkata-87;
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. Secretary/Assistant Secretary, **Urban Development & Municipal Affairs / Transport** Department;
He is requested to release the employee concerned immediately.
6. The Joint/ Deputy / Assistant Secretary, **Urban Development & Municipal Affairs / Transport** Department.
7. The D.D.O., **Urban Development & Municipal Affairs / Transport** Department, with request to issue LPC in respect of the employee concerned.
8. Shri/Smt. _____, H.A., _____ Department.
He/she is directed to join his/her new assignment immediately.
9. The Chairman/Secretary, Bengal Secretariat Co-operative Society Limited.
10. Promotion & Gradation List Cell, CC Wing, P and A.R Department.
11. The General Cell/ Training Cell of this Department.
12. Website Copy.
13. Guard File.

O.S.D. & E.O. Assistant Secretary
to the Govt. of West Bengal