



**GOVERNMENT OF WEST BENGAL**  
**Department of Personnel and Administrative Reforms**  
(COMMON CADRE WING)

**STATE SECRETARIAT, NABANNA, 7<sup>th</sup> Floor,**  
**325, Sarat Chatterjee Road, HOWRAH-711 102**

No. **261-PAR(CCW)/Estt.**  
3P-01/2020 ( Pt I)

Date : 06.09.2024

**ORDER**

The following 04 (four) Head Assistants, borne under Secretariat Common Cadre of Head Assistants and who are now posted in the Departments / Offices mentioned against their names, are hereby appointed in the interest of public service to officiate in the post of **Section Officers**/ equivalent posts, under the pay structure of W.B.S.(ROPA) Rules,2019 in the Level 12B (44800-115700) plus allowances as admissible from time to time under the order of the Government in the Departments / Offices as mentioned against the name of each of them in column-4 with effect from the date noted against each in column-3, and until further order(s) :-

Sl. No.	Names and Departments of the Head Assistants	Date of Effect	Departments / Offices where services are placed
1	2	3	4
1.	Shri Sudip Chakraborty, Law	30.08.2024	Law
2.	Shri Samar Dutta, Labour	30.08.2024	Home & Hill Affairs
3.	Shri Dipankar Mallick, (SC), Labour	30.08.2024	Land & Land Reforms and Refugee Relief & Rehabilitation
4.	Shri Subhasish Mahapatra, State Vigilance Commission	02.09.2024	Land & Land Reforms and Refugee Relief & Rehabilitation

Their seniority in the Secretariat Common Cadre of Section Officers will be fixed accordingly.


**Sd/-**  
OSD & E.O. Assistant Secretary  
to the Government of West Bengal

No. **261/1(13)-PAR(CCW)/Estt.**

Date : 06.09.2024

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 Bhawan, 3<sup>rd</sup> Floor (East Side), 11A, Mirza Ghalib Street, Kolkata-700087.
3. The Pay and Accounts Officer, Kolkata Pay and Accounts Office-II, Old Khadya Bhawan, 2<sup>nd</sup> & 3<sup>rd</sup> Floor( West Side), 11A, Mirza Ghalib Street, Kolkata-700087.
4. The Pay and Accounts Officer, Kolkata Pay and Accounts Office-III, Subhanna, SGO Complex, 5<sup>th</sup>& 6<sup>th</sup> Floor, Plot No.9, Block- DF, Sector -I, Bidhannagar, Kolkata-700064.
5. The Joint /Dy./Assistant Secretary, \_\_\_\_\_ Department. He /She is requested to release the employee(s) concerned within 10 working days from the date of issue of this order.
6. The Joint Secretary / Dy. Secretary/Assistant Secretary, \_\_\_\_\_ Department.
7. The D.D.O., \_\_\_\_\_ Deptt., with request to issue LPC in respect of the employee(s) concerned.
8. General Cell / Training Cell, P&AR Department.
9. Shri/ Smt. \_\_\_\_\_, Head Assistant \_\_\_\_\_ Department. He/she is directed to join his/her new assignment within 10 working days from the date of issue of this order.
10. The Chairman/Secretary, Bengal Secretariat Co-operative Society Limited.
11. The Promotion & Gradation List Cell, P and A.R. Department, C.C. Wing.
12. The IT Cell of this Department.
13. Guard File.

  
OSD & E.O. Assistant Secretary  
to the Government of West Bengal