



Government of West Bengal
Department of Personnel and Administrative Reforms
Common Cadre Wing
State Secretariat, Nabanna, 7th Floor,
325, SaratChatterjee Road,
Howrah-711102
(Email id: paregov.ccw@gmail.com)

No. 03 -PAR(CCW)/Estt.
3P- 01/24

Date: 08.01.2025

ORDER

The following 02(two) Supervisory Grade Typists, borne in the Secretariat Common Cadre of Supervisory Grade Typists 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 **Senior Supervisory Grade Typist** under the pay structure of ROPA,2019 in the level 12 (Rs. 35,800/- Rs. 92,100/-) plus allowances as admissible from time to time under the order of the Government in the Department / Office as mentioned against their names in column-4 with effect from the date noted against their names in column-3 and until further order(s):-

Sl. No.	Name and Department of the Supervisory Grade Typist	Date of Effect	Department / Office where services are placed
1.	Smt Sipra Bhowmick, Co-operation	01.01.2025	Agriculture
2.	Smt Mary Margret Oraon, (ST) Urban Development & Municipal Affairs	01.01.2025	I &CA

Their seniority in the Secretariat Common Cadre of Senior Supervisory Grade Typists will be fixed accordingly.

Sd/-


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

Dated: 08.01.2025

No. 03/1(12) -PAR(CCW)/Estt.

Copy forwarded for information and necessary/appropriate action/record to:

1. The Pr. Accountant General (A & E), Treasury Buildings, Kolkata-700 001.
2. The Pay and Accounts Officer, Kolkata Pay and Accounts Office-I, Old Khadya Bhawan, 3rd Floor, 11A, Mirza Ghalib Street, Kolkata-700087;
3. The Pay and Accounts Officer, Kolkata Pay and Accounts Office-II, Old Khadya Bhawan, 2nd & 3rd Floor, 11A, Mirza Ghalib Street, Kolkata-700087;
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/Deputy/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/Deputy/Assistant Secretary, _____ Department.
7. The D. D. O., _____ Department, with a request to issue LPC in respect of the employee(s) concerned.
8. Smt. _____, Supervisory Grade Typist, _____ Department; she is directed to join her new assignment within 10 working days from the date of issue of this order.
9. The Chairman/Secretary, Bengal Secretariat Co-operative Society Limited;
10. The Promotion & Gradation List cell, CC Wing, P and AR Department.
11. The IT Cell of this Department.
12. Guard File.


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