



## GOVERNMENT OF WEST BENGAL

Department of Personnel and Administrative Reforms  
Common Cadre Wing, State Secretariat  
NABANNA, 7<sup>th</sup> Floor, Room No. 703  
325, Sarat Chatterjee Road, Howrah-711 102

No. : 75-PAR(CCW)/Estt.  
3P-02/2025

Date : 19.03.2025

### ORDER

The following 28 (twenty eight) Upper Division Assistants, borne in the Secretariat Common Cadre of Upper Division Assistants and who are now posted in the Departments/Offices mentioned against their names, are hereby appointed on promotion, in the interest of public service to officiate in the post of **Head Assistant**/equivalent post, under the pay structure of W.B.S. (ROPA) Rules, 2019 in the Revised Level-10C (42,300-1,09,100) plus allowances as admissible from time to time under the orders 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 Upper Division Assistants	Date of Effect	Departments/Offices where Services are placed as Head Assistants
1	2	3	4
1.	Shri Sivasis Mandal H&FW	08.02.2025	Urban Development & Municipal Affair
2.	Shri Rajendra Prasad Datta Finance	08.02.2025	Finance
3.	Shri Koushik Naskar (SC) H&HA	08.02.2025	Home & Hill Affairs
4.	Shri Manoranjan Das Finance	25.02.2025	Parliamentary Affairs
5.	Shri Anindya Paul F&ES	25.02.2025	Fire & Emergency Services
6.	Shri Sumanta Nag P&AR	25.02.2025	Land & Land Reforms and Refugee Relief & Rehabilitation
7.	Shri Alope Nath Labour	25.02.2025	Labour
8.	Shri Soumen Mridha (SC) H&FW	25.02.2025	Health & Family Welfare
9.	Shri Sujan Biswas (SC) ARD	25.02.2025	Animal Resources Development
10.	Shri Binay Baskey (ST) PAO-II under Finance	26.02.2025	Correctional Administration
11.	Shri Ranjan Chakraborty Higher Edn.	27.02.2025	Higher Education
12.	Smt. Jhumur Patra Agriculture	27.02.2025	Home & Hill Affairs
13.	Shri Sisir Kumar Datta Higher Edn.	27.02.2025	Higher Education

*cond*

Sl. No.	Names and Departments of the Upper Division Assistants	Date of Effect	Departments/Offices where Services are placed as Head Assistants
1	2	3	4
14.	Shri Snigdha Bhaduri P&AR	27.02.2025	Personnel & Administrative Reforms
15.	Shri Utanka Chakraborty Higher Edn.	27.02.2025	Power
16.	Shri Debasis Biswas (SC) P&AR	27.02.2025	Land & Land Reforms and Refugee Relief & Rehabilitation
17.	Shri Anjan Pathak Forests	28.02.2025	Disaster Management and Civil Defence (Disaster Management Wing)
18.	Shri Utpal Ganguly WRI&D	28.02.2025	Urban Development & Municipal Affair
19.	Shri Debasis Sen P&S	28.02.2025	Urban Development & Municipal Affair
20.	Shri Somdeb Banerjee Higher Edn.	28.02.2025	Correctional Administration
21.	Shri Dibyendu Roy P&S	28.02.2025	Irrigation & Waterways
22.	Shri Subhasis Das ARD	28.02.2025	Finance
23.	Shri Sibsankar Roy Chowdhury Law	28.02.2025	Co-operation
24.	Shri Chandí Das (SC) Co-Operation	28.02.2025	Public Works
25.	Shri Santosh Kumar Majumder (SC) Finance	28.02.2025	Finance
26.	Shri Asit Baran Bose Finance	01.03.2025	Finance
27.	Shri Purna Biswas (SC) DM&CD (DM)	01.03.2025	Public Works
28.	Shri Biswajit Pal Power	04.03.2025	Power

Their seniority in the Secretariat Common Cadre of Head Assistants will be fixed accordingly.



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

No. : 75/1(13)-PAR(CCW)/Estt.

Date : 19.03.2025

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, 5<sup>th</sup>& 6<sup>th</sup> 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 request to issue LPC in respect of the employee(s) concerned;
8. P&AR Department, General Cell/Training Cell;
9. Shri/Smt. \_\_\_\_\_, U.D.A.,  
\_\_\_\_\_ 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. Promotion & Gradation List Cell, CC Wing, P&AR Department;
12. The IT Cell of this Department;
13. Guard File.



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