



**GOVERNMENT OF WEST BENGAL**  
DEPARTMENT of PERSONNEL & ADMINISTRATIVE REFORMS  
(COMMON CADRE WING)

**STATE SECRETARIAT, NABANNA, 7<sup>th</sup> Floor,**  
**325, Sarat Chatterjee Road, Howrah-711102.**

No. **100-PAR(CCW)/Estt.**  
3P-03/2024

Date: 16.04.2025

**ORDER**

The following 10 (ten) Lower Division Assistants, borne in the Secretariat Common Cadre of Lower Division Assistants and now posted as such in the Departments/Offices mentioned against their names in column (2), are hereby appointed on promotion to officiate in the post of Upper Division Assistants under the pay structure of W.B.S. (ROPA) Rules, 2019 in the Level-9 (Rs 28,900/- – Rs 74,500/-), plus allowances as admissible from time to time under the orders of the Government, in the Departments as mentioned against their names in column (4) with effect from the date noted in column (3), in the interest of public service, until further order(s):

Sl. No.	Names and Departments/Offices of the Lower Division Assistants	Date of Effect	Departments where services are placed
(1)	(2)	(3)	(4)
1.	Shri Sumanta Chattopadhyay Panchayats and Rural Development	04.10.2024	Information and Cultural Affairs
2.	Shri Ritam Nag Personnel and Administrative Reforms	01.03.2025	Personnel and Administrative Reforms
3.	Shri Ashankur Biswas Personnel and Administrative Reforms	01.03.2025	Personnel and Administrative Reforms
4.	Smt. Chaitali Halder Women & Child Development and Social Welfare	01.03.2025	Women & Child Development and Social Welfare
5.	Smt. Monalisa Ghosh West Bengal Administrative Tribunal	01.03.2025	Forests
6.	Shri Biswajit Dhar Home and Hill Affairs	01.03.2025	Home and Hill Affairs
7.	Shri Sandip Kumar Ghosh Agriculture	01.03.2025	Agriculture
8.	Smt. Menuka Diyali (SC) Home and Hill Affairs	01.03.2025	Home and Hill Affairs
9.	Smt. Swati Mandal Bose (SC) Food Processing Industries and Horticulture	01.03.2025	Home and Hill Affairs
10.	Shri Gobinda Biswas (SC) Finance	01.03.2025	Finance

Their seniority in the Secretariat Common Cadre of Upper Division Assistants will be fixed as per extant rule(s).

Sd/  
OSD & EO Assistant Secretary to the  
Government of West Bengal


No.: **100/1(10)-PAR(CCW)/Estt.**

Date: 16.04.2025.

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

1. The Accountant General (A & E), West Bengal, Treasury Buildings, Kolkata-700 001.
2. The Pay and Accounts Officer, Kolkata Pay and Accounts Office-I, Old Khadya Bhawan, 11A, Mirza Ghalib Street, Kolkata-700087.
3. The Pay and Accounts Officer, Kolkata Pay and Accounts Office-II, Old Khadya Bhawan, 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/Deputy/Assistant Secretary, \_\_\_\_\_ Department. (It is obligatory 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 Drawing and Disbursing Officer, \_\_\_\_\_ Department; with request to issue L.P.C. in respect of the employee(s) concerned.
8. Shri/Smt. \_\_\_\_\_, LDA, \_\_\_\_\_ Department. He/She is directed to join his/her new assignment within 10 (ten) working days positively from the date of issue of this order.
9. Promotion & Gradation list cell of this Department.
10. Guard File.

  
OSD & EO Assistant Secretary to the  
Government of West Bengal