

To be up (CCW Patel)  
8/6

## Government of West Bengal

Personnel & Administrative Reforms Department  
(Common Cadre Wing)

State Secretariat, NABANNA, 7<sup>th</sup> Floor,  
325, Sarat Chatterjee Street, Howrah-711102.

### ORDER

No. 85-PAR(CCW)/Estt.  
3P-06/13

Date- 30-05-2014

The following 2 (Two) Grade I Typists, borne under Secretariat Common Cadre of Grade I 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 Typist Supervisor under the pay structure of Pay Band-3 ( Rs. 7,100/- Rs. 37,600/-), with Grade Pay of Rs. 3,900/- 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-3 with effect from the date noted against each in column-4 until further orders :-

Sl. No.	Names and Departments of the Grade I Typists	Departments / Offices where services are placed	Date of Effect	Name of the Typist being replaced along with reason
1	2	3	4	5
(1)	Sri Manick Chandra Hazra, Finance	L.&L.R.	01.05.2014	Smt Aruna Das-On Promotion
(2)	Sri Alak Kumar Jana, L.&L.R.	W&C.D.&S.W.	01.05.2014	Sri Prabir Kumar Bhattacharya-on retirement

2. Their seniority in the Secretariat Common Cadre of Typist Supervisor will be fixed later.

Sd/- D.Chowdhury  
O.S.D. & E.O. Dy. Secretary  
to the Government of West Bengal

No. 85/1(90) -PAR(CCW)/Estt.

Date- 30-05-2014

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

- 1] The Accountant General (A&E), Treasury Buildings, Kolkata-700 001;
- 2] The Pay and Accounts Officer, Kolkata Pay and Accounts Office-I, 81/2/2, Phears Lane, Kolkata-700012;
- 3] The Pay and Accounts Officer, Kolkata Pay and Accounts Office-II, PI, Hyde Lane, Kolkata-700073;
- 4] The Pay and Accounts Officer, Kolkata Pay and Accounts Office-III, I.B. Market, Salt Lake, Kolkata-700091;
- 5] The Joint/Assistant Secretary, \_\_\_\_\_ Department. He is requested to release the concerned employee(s) within 10 working days from the date of issue of this order.
- 6] The Joint/Assistant Secretary, \_\_\_\_\_ Department.
- 7] D.D.O., \_\_\_\_\_ Department, with request to issue L.P.C. In respect of the employee(s) concerned.
- 8] Shri / Smt \_\_\_\_\_, Grade-I Typist, \_\_\_\_\_ Department- he/she is directed to join his/her new assignment within 10 working days from the date of issue of this order.
- 9] The Personal Secretary to the Chief Secretary, Govt. of W.B.
- 10] The Personal Secretary to the Principle Secretary, P.&A.R. Department, Govt. of W.B.
- 9] The Chairman/Secretary, Bengal Secretariat Co-operative Society Limited.
- 10] Sri Sanjib Kr. Roy, U.D.A., Promotion Cell.
- 11] The IT Cell of this Department.
- 12] Guard File.

  
Assistant Secretary  
to the Government of West Bengal

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