



GOVERNMENT OF WEST BENGAL
Department of Personnel and Administrative Reforms
Common Cadre Wing, State Secretariat
NABANNA, 7th Floor, Room No. 703
325, Sarat Chatterjee Road, Howrah-711 102

No. : 16-PAR(CCW)/Estt.
3P-02/2020 (Pt-I)

Date : 19.01.2024

ORDER

The following 14 (fourteen) 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 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 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 Upper Division Assistants	Date of Effect	Services are placed as Head Assistants
1	2	3	4
1.	Shri Kaniska Banerjee H&HA	01.12.2023	Finance
2.	Shri Sujoy Biswas (SC) H&HA	01.12.2023	Land & Land Reforms and Refugee Relief & Rehabilitation
3.	Shri Sandipan Datta H&HA	30.12.2023	Planning & Statistics
4.	Shri Vijay Kumar Das CMO	30.12.2023	Home & Hill Affairs
5.	Shri Surajit Debsharma P&AR	30.12.2023	Labour
6.	Shri Saumik Basu P&AR	30.12.2023	West Bengal Administrative Tribunal
7.	Shri Prolay Mondal (SC) PUA	30.12.2023	Health & Family Welfare
8.	Shri Rakesh Bhattacharyya UD&MA	01.01.2024	Animal Resources Development
9.	Shri Pankaj Kumar Mandal H&HA	01.01.2024	Panchayats & Rural Development
10.	Shri Sabyasachi Das H&HA	01.01.2024	Information and Cultural Affairs
11.	Smt. Banani Bhattacharyya (Halder) (SC) Finance	01.01.2024	Information and Cultural Affairs
12.	Shri Shekhar Roy (SC) Agriculture	01.01.2024	Personnel & Administrative Reforms
13.	Shri Amit Shaw F&S	02.01.2024	Personnel & Administrative Reforms
14.	Shri Shibu Moitra P&RD	11.01.2024	Higher Education

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. : 16/1(13)-PAR(CCW)/Esstt.

Date : 19.01.2024

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, 81/2/2, Phears Lane, Kolkata-700012;
3. The Pay and Accounts Officer, Kolkata Pay and Accounts Office-II, P-1, Hyde Lane, Kolkata-700073;
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 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