

**Government of West Bengal**  
**Department of Disaster Management & Civil Defence**  
**Nabanna, 2<sup>nd</sup> Floor,**  
**325, Sarat Chatterjee Road, Howrah-711102.**

No.431 –DMCD-11013(31)/6/2021-DM

Date : 22.02.2024

**Order**

Pursuant to Notification No. 38-PAR(CCW)/Estt./3P-03/2024 dt. 16.02.2024 of P&AR Department (CCW), Md. Manzar Alam Siddiqui, Lower Division Assistant, Department of Disaster Management & Civil Defence has been appointed on promotion to officiate to the post of Upper Division Assistant w.e.f. 08.12.2023 in the same Department on 19.02.2024(F.N.).

His joining report has been accepted in this Department.

All concerned are being intimated accordingly.

Sd/-

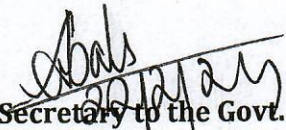
**Deputy Secretary to the Govt. of W.B.**

No. 431/1(17)-DMCD

Date: 22.02.2024

Copy forwarded for information and necessary action to the:

1. The Pr. A.G. (A&E), WB, Treasury Building, Kol-1.
2. The Pay & accounts Officer, Kolkata Pay & A/cs. Office, 81/2/2, Phears Lane, Kol.-12.
3. P.S. to the Hon'ble MIC of this Department.
4. The Registrar & DDO of this Department- He is requested to draw his salary on receive of LPC through HRMS.
5. The DDO, P & AR Department- He is requested to issue LPC in favour of Md. Manzar Alam Siddiqui in due course of time.
6. P.A. to the OSD & EO Assistant Secretary, PAR Department, Genl. Cell.
7. Sr. P.S to the Principal Secretary of this Department.
8. P.A. to the Senior Special Secretary, of this Department.
9. P.A. to the Special Secretary of this Department.
10. Service Book maintaining cell of this Department.
11. Acting Arrangement file of this Department.
12. Leave Cell of this Department.
13. HRMS Cell of this Department.
14. Copy of e-office entry.
- ✓ 15. Copy to IT cell of this Department for uploading in the Departmental Website.
16. Md. Manzar Alam Siddiqui, Lower Division Assistant of this Department.
17. Office copy / Extra copy.

  
**Deputy Secretary to the Govt. of W.B.**