

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

No.624 –DMCD-11013(31)/5/2021-DM

Date : 19.03.2024

Order

Pursuant to Notification No. 50-PAR(CCW)/Estt./3P-02/2020(Pt I) dt.01.03.2024 of P&AR Department, *Shri Shekhar Kumar Biswas*, Upper Division Assistant of Finance Department has been appointed on promotion to officiate to the post of Head Assistant w.e.f. 30.01.2024 in this Department under the pay structure of W.B.S. (ROPA) Rules, 2019 in the Revised Level-10C (42,300-1,09,000) plus allowances as admissible from time to time under the orders of the Government, from time to time.

On being released from his previous Department under their Order No. 1334- F(H) dated. 14.03.2024, he joined in the post of Head Assistant in this Department on 15.03.2024(F.N.) and 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. 624/1(21)-DMCD

Date: 19.03.2024

Copy forwarded for information and necessary action to the:

1. The Pr. A.G. (A&E), WB, Treasury Building, Kol-1.
2. The Pr. A.G.(Audit), WB, Treasury Building, Kol-1
3. The Pay & Accounts Officer-1, Kolkata Pay & A/cs. Office, 81/2/2, Phears Lane, Kol.-12.
4. P.S. to the Hon'ble MIC of this Department.
5. O.S.D & E.O. Assistant Secretary, P & AR Department, Govt. of W.B., Nabanna, 7th Floor
6. The O.S.D. & E.O. Joint Secretary of this Department.
7. Deputy Secretary, this Department
8. The Registrar & DDO of this Department- He is requested to draw his salary on receive of LPC through HRMS.
9. The Section Officer and DDO, Finance Department- He is requested to issue LPC in favour of *Shri Shekhar Kumar Biswas* after drawl of his salary for the Month of April'2024.
10. Deputy Secretary, Finance Department.
11. P.S. to the Principal Secretary of this Department.
12. P.A. to the Senior Special Secretary of this Department
13. Service Book maintaining cell of this Department.
14. Acting Arrangement file of this Department.
15. Leave Cell of this Department.
16. HRMS Cell of this Department.
17. Copy of e-office entry.
18. *Shri Shekhar Kumar Biswas*, Head Assistant of this Department.
- ✓ 19. Copy to IT cell of this Department for uploading in the Departmental Website.
20. Guard File.
21. Extra copy.

Deputy Secretary to the Govt. of W.B.