



**Government of West Bengal**  
Department of Disaster Management and Civil Defence  
Nabanna 2nd Floor, 325 Sarat Chatterjee Road, Howrah- 711 102  
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Memo. No. 2260-DMCD

Date: 26.09.2024

**Office Order**

Work allotment order in respect of the officer (s) as mentioned below will remain as follows until further order.

Sl. No.	Name	Designation	Supervise the works of
1.	Smt. Anandamayee Roy	O.S.D.	Relief Cell (Cell I)

This is issued with the approval of the Competent Authority of this Department and will take immediate effect.

*Soumitra Goswami*  
Deputy Secretary  
to the Govt. of West Bengal

No. 2260/1(12)-DMCD

Date: 26.09.2024

**Copy forwarded for information to: -**

1. P.S to The Hon'ble MIC of this Department.
2. The Additional Secretary of this Department.
3. The OSD & EO Joint Secretary of this Department.
4. The Assistant Secretary of this Department.
5. The Registrar of this Department.
6. Smt. Anandamayee Roy, O.S.D. of this Department.
7. Sr. P.S. to the Additional Chief Secretary of this Department.
8. P.A. to Senior Special Secretary of this Department.
9. Sr. P.A. to Special Secretary of this Department.
10. S.O./ H.A. of \_\_\_\_\_ Cell.
11. Office Copy
12. IT Cell of this Department (to be scanned in e-office)

*Soumitra Goswami*  
Deputy Secretary  
to the Govt. of West Bengal