

Government of West Bengal

Department of Disaster Management & Civil Defence
Nabanna, (2nd Floor), 325, SaratChatterjee Road,
Howrah - 711102.

No. 2479 -DMCD

Date: 30.09.2020

ORDER

In terms of C.S. Circular No. 218-CS/2020 dt. 30.05.2020 r/w F.D. Memo No. 1912-F(H) dt. 09.06.2020 Officers/Employees/Contractual Employees of this Department are directed to attend office as per the following duty roster:-

Date	Name of the Employee/Officer
01/10/2020 (Thursday)	Cell-I: - Kanchan Kr. Das,HA ; Mrityunjay Ray, UDA; Swapnali Mondal, LDA; Asif Anees, LDA; Cell-II:- Manoranjan Adhikary, HA; Subhajit Dutta, LDA Cell-III:- Debashis Sur, UDA; Swati Sengupta, UDA; Subodh Beshra, UDA; Ratan Sardar, UDA; Zobaida Khatun, Muhrr. Gr.-II; Cell-IV: - Kishore Sardar, UDA; Cell-V: -- Goutam Mal, UDA; A/C Cell: - Md. Amin Qoraishi, S.O.; Pradyot Sardar, UDA; Mithun Majumdar, LDA Issue:- Avijit Paria, Typist Gr. -I; Sonu Balmiki, LDA ; Salma Qaiyum , Peon Grade-1; Receiving & Reference Section:- Goutam Das, UDA ; Seema Das, UDA; Gr. D:- Ashim Kr. Chowdhury, Duftry; Raunak Siddiqi , Peon; SSP(on contract):- Barun Maity
05/10/2020 (Monday)	Runu Poddar, P.A. to Spl.Secy ; Cell-I: - Kanchan Kr. Das,HA ; Asif Anees, LDA; Mithlesh Tiwari, LDA; Cell-II:- Haradhan Singha,HA; Cell-III:- Manoranjan Biswas, S.O.; Anupam Chakraborti, UDA; Bijoy Kr. Saha, UDA; Ratan Sardar, UDA; Zobaida Khatun, Muhrr. Gr.-II; Cell-IV: - Manoj Kr. Chaudhuri, Asstt. Secy. ; Partha Pratim Chowdhury, UDA; Cell-V: - Arunava Nag, UDA; A/C Cell: -Ongdup John Lepcha, Registrar; Badal Maity, UDA; Manzar Alam Siddique, LDA ; Sambhunath Adak, Muhrr. Gr.-I; Issue:- Avijit Paria, Typist Gr. -I; Sonu Balmiki, LDA ; Salma Qaiyum , Peon Grade-1; Receiving & Reference Section:- Goutam Das, UDA ; Gr. D:- Fatema Khatun, Peon Gr.-1; Eoffice support personnel(on contract):- Gouranga Bahera,
06/10/2020 (Tuesday)	Cell-I: Pradyut Kr. Ghosh, HA ; Monojit Das, UDA; Mrityunjay Ray, UDA; Cell-II:- Manoranjan Adhikary, HA; .; Cell-III:- Debashis Sur, UDA; Purna Biswas, UDA; Bhaskar Banerjee, UDA; Swati Sengupta, UDA; Uttara Ghosh Chowdhury, UDA; Cell-IV: - Kishore Sardar, UDA; Cell-V:- Minati Roy,S.O.; Riju Bhuinya, UDA; A/C Cell: - Md. Amin Qoraishi, S.O.; Lily Bhattacharya, UDA; Pradyot Sardar, UDA; Manzar Alam Siddique, LDA ; Issue:- Dhurjati Chakraborty, Sup. Gr. Typist; Receiving & Reference Section:- Seema Das, UDA; Subrata Saha,UDA. Gr. D:- Raunak Siddiqi , Peon; SSP(on contract):- Barun Maity
07/10/2020 (Wednesday)	Runu Poddar, P.A. to Spl.Secy ; Cell-I: - Kanchan Kr. Das,HA ; Mithlesh Tiwari, LDA; Swapnali Mondal, LDA; Cell-II:- Somenath Dutta, H.A Cell-III:- Dipak Ranjan Das, H.A.; Shamsul Alam, HA; Bijoy Kr. Saha, UDA; Subodh Beshra, UDA; Cell-IV: - Manoj Kr. Chaudhuri, Asstt. Secy. ; Partha Pratim Chowdhury, UDA; Cell-V: - Arunava Nag, UDA; A/C Cell: - Badal Maity, UDA; Mithun Majumdar, LDA ; Manzar Alam Siddique, LDA ; Issue: Shyamal Chakraborty, Sup. Gr. Typist; Sandip Kundu, Typist Gr.-I; Receiving & Reference Section:- Goutam Das, UDA ; Gr. D:- Ashim Kr. Chowdhury, Duftry; Saminul Hoque Biswas, Peon Gr.-1; SSP(on contract):- Barun Maity.
08/10/2020 (Thursday)	Cell-I: Monojit Das, UDA; Mrityunjay Ray, UDA; Cell-II:- Manoranjan Adhikary, HA; Subhajit Dutta, LDA Cell-III:- Anupam Chakraborti, UDA; Debashis Sur, UDA; Purna Biswas, UDA; Ratan Sardar, UDA; Cell-IV: - Kishore Sardar, UDA; ; Cell-V: - Goutam Mal, UDA; Riju Bhuinya, UDA; A/C Cell: - Md. Amin Qoraishi, S.O.; Debi Prasad Bhattacharya, UDA; Mithun Majumdar, LDA ; Sambhunath Adak, Muhrr. Gr.-I; Issue:- Ratna Manna, Typist Gr.-I; Salma Qaiyum , Peon Grade-1; Receiving & Reference Section:- Seema Das, UDA; Gr. D:- Sachin Das, Record Supplier; Eoffice support personnel(on contract):- Gouranga Bahera,
09/10/2020 (Friday)	Runu Poddar, P.A. to Spl.Secy ; Cell-I: Kanchan Kr. Das,HA ; Mithlesh Tiwari, LDA; Asif Anees, LDA; Cell-II:- Somenath Dutta, H.A.; Cell-III:- Anupam Chakraborti, UDA; Bhaskar Banerjee, UDA; Purna Biswas, UDA; Swati Sengupta, UDA; Zobaida Khatun, Muhrr. Gr.-II; Cell-IV: - Manoj Kr. Chaudhuri, Asstt. Secy. ; Partha Pratim Chowdhury, UDA; Cell-V: -Arunava Nag, UDA; A/C Cell: - Lily Bhattacharya, UDA; Debi Prasad Bhattacharya, UDA; Issue:- Avijit Paria, Typist Gr. -I; Sonu Balmiki, LDA ; Receiving & Reference Section:- Subrata Saha,UDA. Gr. D:- Raunak Siddiqi , Peon; SSP(on contract):- Barun Maity

12/10/2020 (Monday)	Runu Poddar, P.A. to Spl.Secy ; Cell-I: Kanchan Kr. Das,HA ; Monojit Das, UDA; Mrityunjay Ray, UDA; Swapnali Mondal, LDA; Cell-II:- Haradhan Singha,HA; Subhajit Dutta, LDA Cell-III:- Subodh Beshra, UDA; Ratan Sardar, UDA; Cell-IV:- Manoj Kr. Chaudhuri, Asstt. Secy. ; Partha Pratim Chowdhury, UDA; Cell-V:- Riju Bhuinya, UDA; A/C Cell:- Badal Maity, UDA; Debi Prasad Bhattacharya, UDA; Manzar Alam Sidique, LDA ; Sambhunath Adak, Muhrr. Gr.-I; Issue:- Shyamal Chakraborty, Sup. Gr. Typist; Salma Qaiyum , Peon Grade-1; Receiving & Reference Section:- Goutam Das, UDA ; Subrata Saha,UDA. Gr. D:- Sachin Das, Record Supplier; Eoffice support personnel(on contract):- Gouranga Bahera,
13/10/2020 (Tuesday)	Cell-I: Pradyut Kr. Ghosh, HA ; Mrityunjay Ray, UDA; Asif Anees, LDA; Cell-II:- Manoranjan Adhikary, HA; ; Cell-III:- Bhaskar Banerjee, UDA; Swati Sengupta, UDA; Uttara Ghosh Chowdhury, UDA; Zobaída Khatun, Muhrr. Gr.-II; Cell-IV:- Kishore Sardar, UDA; Cell-V:- Minati Roy,S.O.; Goutam Mal; A/C Cell:- Md. Amin Qoraishi, S.O.; Pradyot Sardar, UDA; Mithun Majumdar, LDA ; Manzar Alam Sidique, LDA ; Snehalata Debnath, Muhrr. Gr.-II; Issue:- Avijit Paria, Typist Gr. -I; Sonu Balmiki, LDA ; Salma Qaiyum , Peon Grade-1; Receiving & Reference Section:- Seema Das, UDA; Gr. D:- Raunak Siddiqi , Peon; SSP(on contract):- Barun Maity
14/10/2020 (Wednesday)	Runu Poddar, P.A. to Spl.Secy ; Cell-I:- Kanchan Kr. Das,HA ; Monojit Das, UDA; Mithlesh Tiwari, LDA; Swapnali Mondal, LDA; Cell-II:- Somenath Dutta, H.A Cell-III:- Dipak Ranjan Das, H.A.; Shamsul Alam, HA; Anupam Chakraborti, UDA; Debashis Sur, UDA; Purna Biswas, UDA; Bijoy Kr. Saha, UDA; Cell-IV:- Manoj Kr. Chaudhuri, Asstt. Secy. ; Partha Pratim Chowdhury, UDA; Cell-V:- Arunava Nag, UDA; A/C Cell:- Badal Maity, UDA; Manzar Alam Sidique, LDA ; Issue: Dhurjati Chakraborty, Sup. Gr. Typist; Receiving & Reference Section: Goutam Das, UDA ; Gr. D:- Ashim Kr. Chowdhury, Duftry; Saminul Hoque Biswas, Peon Gr.-1; SSP(on contract):- Barun Maity.
15/10/2020 (Thursday)	Cell-I: Pradyut Kr. Ghosh, HA ; Mrityunjay Ray, UDA; Asif Anees, LDA; Cell-II:- Manoranjan Adhikary, HA; Subhajit Dutta, LDA Cell-III:- Anupam Chakraborti, UDA; Debashis Sur, UDA; Ratan Sardar, UDA; Cell-IV:- Kishore Sardar, UDA; Cell-V:- Riju Bhuinya, UDA; A/C Cell:- Md. Amin Qoraishi, S.O.; Debi Prasad Bhattacharya, UDA; Mithun Majumdar, LDA ; Sambhunath Adak, Muhrr. Gr.-I; Issue:- Ratna Manna, Typist Gr.-I; Alokesh Kundu,UDA; Salma Qaiyum , Peon Grade-1; Receiving & Reference Section:- Goutam Das, UDA; Seema Das, UDA; Gr. D:- Sachin Das, Record Supplier; Eoffice support personnel(on contract):- Gouranga Bahera,
16/10/2020 (Friday)	Runu Poddar, P.A. to Spl.Secy ; Cell-I: Kanchan Kr. Das,HA ; Monojit Das, UDA; Mithlesh Tiwari, LDA; Asif Anees, LDA; Cell-II:- Somenath Dutta, H.A.; Cell-III:- Anupam Chakraborti, UDA; Bhaskar Banerjee, UDA; Swati Sengupta, UDA; Purna Biswas, UDA; Zobaída Khatun, Muhrr. Gr.-II; Cell-IV:- Manoj Kr. Chaudhuri, Asstt. Secy. ; Partha Pratim Chowdhury, UDA;; Cell-V:- Arunava Nag, UDA; A/C Cell:- Ongdup John Lepcha, Registrar; Lily Bhattacharya, UDA; Issue:- Sandip Kundu, Typist Gr.-I; Avijit Paria, Typist Gr. -I; Sonu Balmiki, LDA ; Receiving & Reference Section:- Subrata Saha,UDA. Gr. D:- Raunak Siddiqi , Peon; Susanta Das, Peon; Rik Ghosh , Peon. SSP(on contract):- Barun Maity; Law Officer on contract :-Sougata Mukhopadhyay.

Officers/Employees having any sort of symptoms like mild fever, cough and Cold are advised not to attend office with necessary intimation to this effect to the respective authority. Officers/Employees of this Department are hereby directed to do their work from home through e-Office file management system. Staff attached to the office of the Joint Secretary are hereby directed to attend office as per the instruction of the Joint Secretary. In addition to above roster, if any staff is instructed to attend office by his superior, he must attend office.

This is issued in the interest of public services.


Deputy Secretary to the Govt. of West Bengal

Date: 30.09.2020

No. 2479 /1(5)-DMCD

Copy to :-

1. Sr. P.A. to the Principal Secretary of this Deptt.
2. Sr.P.A. to the Special Secretary of this Deptt.
3. Sr. P.A. to the Joint Secretary of this Deptt.
4. Copy for Website Section for uploading of the same in the Official Website of this Deptt.
5. Office Copy.


Deputy Secretary to the Govt. of West Bengal