

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

No. 1458- DMCD-11013(31)/5/2021-DMSEC

Date:- 03.07.2024

**Order**

Pursuant to Department of Personnel and Administrative Reforms's (Common Cadre Wing) Order No.165-PAR(CCW)/Estt. dt.28.06.2024, Smt. Swati Sengupta, U.D.A. of this Department (D.M. Wing) has been appointed to officiate in the post of Head Assistant in the Information & Cultural Affairs Department w.e.f. 17.05.2024.

Now in compliance with the above Order, she is hereby released from this Department on 03.07.2024 (A.N.) to enable her to join in her new assignment accordingly.

All concerned are being informed accordingly.

This has the approval of the Competent Authority in this Department.

Sd/-

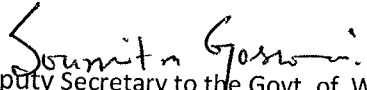
No. 1458 /1(20) -DMCD

Deputy Secretary to the Govt. of W.B

Date: 03.07.2024

**Copy forwarded for information and necessary action to the:-**

1. The Pr. A.G. (A&E), W.B., Treasury Buildings, Kol-1.
2. The Pay & Accounts Officer, Kolkata Pay & A/cs. Office-I, Old Khadya Bhawan, 11A, Mirza Ghalib Street, Kol-87
3. Additional Secretary, Deptt. of DM&CD
4. OSD & Ex-Officio Joint Secretary, Deptt. of DM&CD
5. OSD & E.O Assistant Secretary, P&AR Deptt. (Common Cadre Wing)
6. Assistant Secretary, I & CA Deptt.
7. Assistant Secretary & DDO, Deptt. of DM & CD. He is requested to issue LPC in favour of Smt. Sengupta in due course.
8. OSD & Ex-Officio Deputy Secretary & DDO, I & CA Department. He is requested to draw salary in r/o Smt. Sengupta after receiving the LPC.
9. Sr. P.S to the Principal Secretary, Deptt. of DM&CD
10. P.A to the Senior Special Secretary, Deptt. of DM&CD
11. P.A to the Special Secretary, Deptt. of DM&CD
12. Smt. Swati Sengupta, U.D.A of this Department.
13. HRMS Cell of this Department
14. Copy for Acting Arrangement File of this Department.
15. Leave Cell of this Department.
16. Copy for Service Book
17. Copy for I.T Cell of this Deptt.
18. Copy for e-office
19. Office Copy
20. Guard File

  
Deputy Secretary to the Govt. of W.B