

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

No. 1541-DMCD-11013(31)/5/2021

Date: - 11.07.2024

**Order**

Pursuant to Department of P&AR, (Common Cadre Wing) order No. 165-PAR(CCW)/Estt. dt. 28.06.2024, Smt. Payel Som, U.D.A, Labour Department has been appointed to officiate to the post of Head Assistant in Department of Disaster Management & Civil Defence (DM Wing) in the scale of pay corresponding to Pay matrix Revised level 10C (Rs.42,300/--1,09,100/-) of W.B.S.(ROPA) Rules, 2019 w.e.f 16.05.2024.

On being released from the post of U.D.A of Labour Department under their Order No. Labr/2167/Estt. dt.08.07.2024, she joined the post of Head Assistant in this Department on 10.07.2024(F.N.) and her joining report has duly been accepted.

All concerned are being intimated accordingly.

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

Sd/-

Deputy Secretary to the Govt. of W.B

No. 1541/1(19)-DMCD

Date:- 11.07.2024

**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 (DM Wing)
5. OSD & E.O Assistant Secretary, P&AR Deptt. (Common Cadre Wing)
6. Deputy Secretary & D.D.O, Labour Deptt. .He is requested to issue LPC in favour of Smt. Som in due course .
7. Assistant Secretary & DDO, Deptt. of DM & CD(DM Wing). He is requested to draw salary in r/o Smt. Som on receipt of LPC
8. Sr. P.S to the Principal Secretary, Deptt. of DM&CD
9. P.A to the Senior Special Secretary, Deptt. of DM&CD(DM Wing)
10. P.A to the Special Secretary, Deptt. of DM&CD (DM Wing)
11. Smt. Payel Som, H.A of this Department.
12. HRMS Cell of this Department
13. Copy for Acting Arrangement File of this Department.
14. Leave Cell of this Department.
15. Copy for Service Book
- ✓ 16. Copy for I.T Cell of this Deptt.
17. Copy for e-office
18. Office Copy
19. Guard File

  
Deputy Secretary to the Govt. of W.B