



**GOVERNMENT OF WEST BENGAL**  
DEPARTMENT of PERSONNEL & ADMINISTRATIVE REFORMS  
(COMMON CADRE WING)

**STATE SECRETARIAT, NABANNA, 7<sup>th</sup> Floor,**  
325, Sarat Chatterjee Road, Howrah-711102.

No. 314-PAR(CCW)/Estt.  
T-01/2022

Date: 13.11.2024

**ORDER**

Services of the following Upper Division Assistants, borne in the Secretariat Common Cadre of Upper Division Assistants and at present posted as such in the Department as mentioned in Column No. 3, are hereby placed at the disposal of the Department/Office, mentioned in Column No. 4, on transfer, in the interest of public service, with immediate effect, and, until further order(s).

Sl.	Names of the Upper Division Assistants	Present Department(s)	Department(s)/office(s) where services are placed
(1)	(2)	(3)	(4)
1.	Smt. Sarmistha Patra	School Education	Law
2.	Smt. Lipi Biswas	Law	School Education
3.	Smt. Mamta Kumari	Industry, Commerce and Enterprises	Minority Affairs and Madrasah Education
4.	Shri Subrata Biswas	Environment	School Education
5.	Shri Amitava Dutta	School Education	Environment

Sd/  
OSD & EO Assistant Secretary  
to the Govt. of West Bengal

No. 314/1(12) -PAR(CCW)/Estt.

Date: 13.11.2024

**Copy forwarded for information and necessary/ appropriate action/record to:-**

1. The Principal Accountant General (A&E), West Bengal, Treasury Buildings, Kolkata-700001;
2. The Pay and Accounts Officer, Kolkata Pay and Accounts Office-I, Old Khadya Bhawan, 11A, Mirza Ghalib Street, Kolkata-700087;
3. The Pay and Accounts Officer, Kolkata Pay and Accounts Office-II, Old Khadya Bhawan, 11A, Mirza Ghalib Street, Kolkata-700087;
4. The Pay and Accounts Officer, Kolkata Pay and Accounts Office-III, Subhanna, SGO Complex, 5<sup>th</sup> & 6<sup>th</sup> Floor, Plot No.9, Block- DF, Sector -I, Bidhannagar, Kolkata-700064;
5. The Joint/ Dy. Secretary/Assistant Secretary, \_\_\_\_\_ Department;
6. The Joint/ Dy. Secretary/Assistant Secretary, \_\_\_\_\_ Department.- He is requested to release the employee concerned immediately.
7. The D.D.O., \_\_\_\_\_ Department, with request to issue LPC in respect of the employee concerned.
8. Shri/Smt. \_\_\_\_\_, UDA, \_\_\_\_\_ Department - He/She is directed to join his/her new assignment.
9. The Personal Secretary to the Secretary, P and A.R. Department, Govt. of W.B.
10. The Chairman/Secretary, Bengal Secretariat Co-operative Society Limited.
11. Promotion & Gradation List Cell, CC Wing, P and A.R. Department.
12. Guard File.

  
OSD & EO Assistant Secretary  
to the Govt. of West Bengal