



Tea Board,
14, BTM Sarani,
Kolkata-700001

Ref. No. Estt/PR/S-336/ 818

Dated: 07.05.2018

MEMORANDUM

With reference to his appeal dated 27.04.2018 Shri Sajal Samaddar, Sr. Assistant, attached to the Secretariat Section of Board's Head Office in Kolkata is hereby informed that the Competent Authority of Tea Board has accepted his prayer for voluntary retirement from the services of the Board with effect from the afternoon of 31st October, 2018.

P. K. Dash
7.5.18
(P.K. Dash)

Assistant Secretary (I/C)

Distribution:

1.	Shri Sajal Samaddar, Sr. Assistant, Secretariat Section, Tea Board, Kolkata	With the request to hand over the Identity Card & Health Card to his Controlling Officer on or before 31.10.2018.
2.	Sr. Accounts Officer (03(three) copies)	
3.	Accounts Officer(Pay)	
4.	IT cell	With the request to upload in the Board's website
5.	Secretary to Dy. Chairman/ P.A. to Secretary	
6.	Tea Board Employees' Co-op Society Limited	
7.	T.B.E.A/ T.B.W.A	
8.	Establishment Branch (With spare copies)	