




Tea Board
14, Biplabi Trailokya Maharaj Sarani,
Kolkata-700 001

Dated : 01.06.2022

OFFICE MEMORANDUM NO. 56/2022

The undersigned is directed to state that in exigencies of Board's work and on administrative ground, the competent authority of the Board has been pleased to transfer Shri G. Venuselvam (V-49), Assistant Administrative Officer, attached to the Board's Zonal Office, Coonoor in his existing capacity and basic pay with posting in Board's North-East Zonal Office, Guwahati with immediate effect.

Shri Venuselvam will be eligible for admissible TA and Joining Time as per rules.


(Dr. Rishikesh Rai)
Secretary (I/C)

Distribution :-

1.	Shri G. Venuselvam (V-49), Asstt. Administrative Officer, Tea Board, Coonoor	With the request to report for joining on transfer to the Board's N.E. Zonal Office, Guwahati as early as possible.
2.	Executive Director (In-charge), Tea Board, Coonoor.	With the request to please release Shri G. Venuselvam, Assistant Administrative Officer from Board's Zonal Office, Coonoor under intimation to the Board's Head Office, Kolkata as early as possible.
3.	The Executive Director, Tea Board, Guwahati.	With the request to please intimate the date of joining of Shri G. Venuselvam, Assistant Administrative Officer in Board's N.E. Zonal Office, Guwahati to the Board's Head Office, Kolkata as early as possible.
4.	F.A. & C.A.O.	
5.	Accounts Officer (Pay)	
6.	Secretary to Dy. Chairman & P.A to Secretary	
7.	Secretariat Branch	
8.	T.B.E.A.	
9.	I.T. Cell	With the request to upload in the Board's website.
10.	Establishment Branch	with spare copies

Ref. File No. 2(1)/Estt/2015/Part-II